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1999 ANNUAL TOWN REPORT



NEEDHAM, MASSACHUSETTS

RETIREMENTS

Name	Department	Years of Service
Edith Arduino	School	24
Ronald Cerullo	Public Works	25
Rita Diette	Town Hall	11
Bruce D'Innocenzo	Police	20
Robert Disario	Municipal Bldg Maintenance	21
Frank Gemelli	Public Works	23
Richard Grasso	Fire	32
Gina Haszard	Town Hall	13
Mary R. Kelley	Glover Hospital	10
Anne Madaus	Council on Aging	18
Ernest Margeson	Glover Hospital	12
Paul O'Neill	Municipal Bldg Maintenance	20
John Ricci	Municipal Bldg Maintenance	28
Frank Sabina	Town Hall	12
Mary Somers	School	12
Ernest Steeves	Fire	32
Gloria Trecartin	Glover Hospital	26

IN MEMORIAM

Raymond Arra	Fire	33
Frederick Burke	School	20
Margaret Campbell	Glover Hospital	16
Margaret Carr	Glover Hospital	12
Harold Cheney	Public Works	16
Ann Coppinger	Public Works	30
Mary Devlin	Glover Hospital	3
Mildred Doucette	School	19
Rose Dutra	School	23
Paul Driscoll	Glover Hospital	11
Julia Fitzpatrick	Library	10
Robert Harris, Sr.	Public Works	42
Joseph Hauptman	Fire	28
Gertrude Hobbs	Town Hall	8
Constance Hopkins	Police	20
Clarence Humberstone	Fire	33
Dorothea Kirkham	Public Works	18
Raymond Lally	School	4
Eugene Landry	Public Works	19
Margaret Packard	Library	18
Adele Riggs	Town Hall	9
Frederick Schortmann	Fire	29
Charles W. Smith	Glover Hospital	12
John Vandenburg	Public Works	24
Herta Wichelhaus	School	8
Walter Wilczewski	School	15

Town Report Committee..... Jane A. Howard and Carl F. Valente
 Photographer David Rains
 Special: Needham: A Trolley Car Suburb, 1899-1920..... Henry Hicks

Appreciation is extended to Camilla Broderick for her work on the Yellow Pages and Henry Hicks and the Needham Historical Society for the photographs covering the Needham Trolley System. Appreciation is also extended to Town Clerk Theodora K. Eaton and her staff, the department heads and committee chairs for their help with the compilation of lists in the Reference Section.

Cover Photo: *Early 20th century Needham trolley car which travelled from Needham to West Roxbury.*

NEEDHAM: A TROLLEY CAR SUBURB, 1899 - 1920

In the mid-1850's, the steam railroad arrived in Needham and the Town moved its center from Central Avenue and Jehoiden Street to the Great Plain. In 1899, the Town began another major transformation as a result of the introduction of a new form of transportation. Needham became a "trolley car" suburb. Using the railroad took one hour and fifteen minutes and cost between twenty-five and fifty cents. With the arrival of the street railway one could travel by frequent service in many directions for ten cents or less. The Town prospered. The factories attracted out of town workers, population significantly increased, and previously outlying parts of town developed as they became assessable.

The Boston Record newspaper described the introduction of the electric trolley to Needham this way: *"The electric railroad as penetrated into the whilom somewhat sleepy burg of Needham and the people of that place are enthusiastic over the prospective benefits which are to result from the coming of the road. The line passes through a beautiful section of the country, and it is not at all unlikely that Needham and the other towns along the route will become among the most attractive suburban districts about Boston. Its drawback of inaccessibility is now largely overcome, and there is nothing to interfere with the hope of the good people of Needham that this town may in time rival Newton, and other neighboring towns as attractive places of residence for those who have their business relations in Boston."*

Four separate trolley lines were planned. Each line was about four miles in length and cost about \$10,000 each to construct. These were financed with local money through stock. Local real estate developers and merchants were among the chief financiers.

On May 15, 1897 "Needham Chronicle" announced the opening of the first line, the Needham-Newton Street Railway Company. This line entered the town via Central Avenue, Webster Street, Hillside Avenue, Hunnewell Street, Highland Avenue and terminated on Chapel Street. Construction on the line began on April 5 and was completed on May 12 of the same year. The fare to Newton was five cents.

This line was the longest lasting line and existed until it was replaced by busses in 1927. Newton was a trolley car hub, so



A busy intersection. Car in center travelling east on Great Plain Avenue. Car in background heading north from Chestnut Street on to Chapel Street.

travel on this line provided access to communities all over the area. One could travel to scenic destinations as well as amusements parks such as Norembege Park. When the Boston trolley subway tunnel was extended to Park Square, one could travel directly to Boston from Needham. The trolley ran about twice an hour with transfers for a modest cost.

The second line to be constructed was the Natick and Cochituate Street Railway which began service in 1899. It ran from just west of the Great Plain Avenue railway station to Wellesley Square. The New England Railroad would not allow the trolley to cross the tracks. Service was every fifteen minutes. The ride between Needham and Wellesley took twelve minutes and cost five cents. Service ended in 1919.

The third line was the Needham-Boston Street Railway Company. It ran from Needham Square, via Harris Avenue and Spring Street to Roslindale and Forest Hills. This was, at the time, the shortest, quickest route to Boston, taking just under an hour from Needham to Park Square. However, on the 4th of November, 1906, the new steam railway came to town and travel to Boston was reduced to under twenty minutes by train. Once the railroad company granted permission for the trolley to cross the railroad tracks, this line was combined with the line to Wellesley. The Needham-Boston Trolley line was not well constructed, used small cars, and had great difficulty traveling on the snow covered

rails in winter. Service was cut back to Spring Street with a fare of six cents. In 1919, the Bay State System, which had become the owner-operator of the line, claimed a large expense above revenue and asked the town for \$10,000 toward operating costs. A heated discussion at Town Meeting resulted in a negative vote and on January 1, 1920, the line was replaced by buses.

The fourth and last line to be built was the Natick-Needham Street Railway, opening on July 28, 1900. Travel on this line ran down Chestnut Street to South Street, to Charles River Village, across the river into Dover, Natick and then Framingham. Service was twice an hour and the trip took about one hour. It ran until 11:00 pm. Use was light, and on December 18, 1903, it ceased to operate, and the tracks were removed.

Other lines were proposed, including a high speed line to Providence, via Newton and Needham, but none came to fruition.

Between 1902 and 1915, the Town collected \$2,230 in taxes from the transit companies. That period was probably the time when Needham had the best public transportation service in its history. Four trolley lines, plus the steam railway connected the formerly "sleepy burg" of Needham with Boston and many of the surrounding communities. In addition, the outlying sections of town had convenient and frequent service to the center of town with access to the new public library, Emery Grover High School, and the two business districts of the community.

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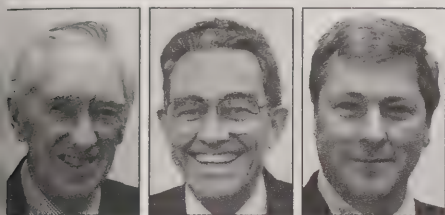
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BOARD OF SELECTMEN

TOWN ADMINISTRATOR/PERSONNEL ADMINISTRATION



William Powers, Chairman, John Cogswell, Daniel P. Matthews, Paul Theodore Owens, Gerald Wasserman, Carl F. Valente, Town Administrator, Kate Fitzpatrick, Personnel Director

The Board of Selectmen, while considered by many to be the Executive branch of the government is, in reality, but one part of the Executive branch of government for the Town. The Board shares this role with other elected boards. In its capacity, the Board oversees the Police Department, Fire Department, Department of Public Works, Building Department, Veteran's Office, Council on Aging, Finance Department and Town Administrator's Office. The Board also functions as the Town's Licensing Authority. The Board of Selectmen meets the second and fourth Tuesday of the month except in July and August when meetings are held on the third Tuesday of the month. All meetings are open to the public and begin at 6:45 p.m. at Town Hall. From 6:45 to 7:00 p.m. residents who wish to informally discuss matters with the Board may do so without calling for an appointment in advance.

In its capacity as the Town's executive authority, the Board of Selectmen, with the assistance of the Town Administrator and Assistant Town Administrator/Personnel Director, engages in a variety of activities in order to fulfill its legal obligations to the community.

The Town Administrator is responsible to the Selectmen for the day-to-day operation and oversight of those departments under the jurisdiction of the Board of Selectmen.

The Assistant Town Administrator/Personnel Director provides human resource and benefit management assistance to all Town Departments, Boards and Commissions, as well as retirees. In addition, the Assistant Town Administrator, in conjunction with the Town Administrator, is responsible for negotiations with, and contract administration for, the Town's general government collective bargaining units.

The Board of Selectmen is responsible for:

- Implementing and administering the decisions of Town Meeting (the Town's Legislative branch of government);
- Establishing policies and procedures for the coordination of Town government operations;
- Representing the interests of Town residents in a variety of forums including: business dealings, legal affairs, and intergovernmental cooperation with other municipal, county, state, and federal agencies;
- Preparing the Town's official revenue projections to be used by the Finance Committee and Town Meeting in developing the Town's operating budget.
- Proposing to the Finance Committee operating budgets for those departments under the Board's control;
- Proposing to Town Meeting a five-year capital improvement plan and funding proposal;
- Making appointments to those Town Boards and Commissions under its control;
- Convening the Annual Town Meeting and any Special Town Meetings that may be required and preparing the Warrant (listing of Articles) for Town Meeting consideration;
- Licensing all food establishments and transportation companies; and
- Administering the Town's personnel policies as adopted by the Personnel Board and Town Meeting, and negotiating collective bargaining contracts with seven bargaining units.

BUDGETARY DATA:

No. of Employees		Expenses for FY'99	
Selectmen	5	All Salaries	\$ 304,673
Town Administrator	1	Purchase of Ser.	135,086
Assistant Town Admin.	1	Expenses	17,657
Admin. Support	4.5	Capital Outlay	12,263
		Total	\$469,679

FY'99 HIGHLIGHTS:

Selectmen: In April 1999, John H. Cogswell was reelected to a three-year term on the Board of Selectmen. Gerald A. Wasserman was also elected to a three-year term, filling the seat vacated by John Marr, Jr., who retired after 12 years on the Board of Selectmen. Following the annual town election, William M. Powers was voted Chairman, Ted Owens, Vice Chairman, and Daniel P. Matthews, Clerk of the Board.

Financial: The Town continued to maintain its strong financial position in FY99. Needham maintains a "AA" bond rating with Standard and Poor's. The Town sold \$ 12,726,000 in 20 year bonds in June at an interest rate of 4.785 percent, indicative of our strong credit rating. The Board of Selectmen continues to look for

non tax revenue sources to augment tax revenues and for new ways to streamline Town services. For example, the recently renegotiated lease of Town land to the Needham Golf Club contributes over \$200,000 annually to the Town's general fund each year. Even with the Town's strong financial condition, the Selectmen continually review revenue options, given the property tax constraints of Proposition 2 1/2. With an increasing school population and aging Town buildings, roads and water and sewer systems, Needham's overall revenue growth of approximately 4 percent per year is generally not sufficient to maintain existing service levels over the long term. As a result, the Board of Selectmen is considering placing a Proposition 2 1/2 debt exclusion override on the April 2000 Town election ballot for the renovation or construction of two elementary schools.

Capital Planning: In January 1999, the Board of Selectmen and Town Administrator proposed a \$ 5 million Capital Improvement Plan (CIP) to the Finance Committee and Town Meeting. The CIP is the Town's long-range financial plan with a goal of providing for the upkeep of Town facilities and equipment. The FY2000 CIP approved by Town Meeting included: repairs to various Town buildings, computer upgrades, replacement of an ambulance, wastewater system repairs, road reconstruction projects, design funds for three school projects and a variety of equipment for the Public Works Department.

Services and Operations: After a two year trial period, the Board of Selectmen approved the separation of the combined police/fire civilian dispatch center. The combined center could not adequately operate in the space previously used by just the police dispatchers. The Board will continue to study options to provide for a combined dispatch center in the future. The Board of Selectmen approved a 3.4 percent increase in sewer rates, following a zero percent increase the previous year. Water rates increased by 24 percent, almost entirely to fund the new water treatment facility on Charles River Street.

Personnel Administration: There were a number of accomplishments during the year including: completed an analysis of the appropriate level of staffing and overtime in the Police and Fire Departments, resulting in additional staffing approved by Town Meeting for both departments; developed and implemented performance evaluation systems for Police, Fire, Building Maintenance and Public Works employees; worked with the Personnel Board to develop and implement a management compensation system emphasizing performance over longevity; in conjunction with the Personnel Board, conducted and implemented the first classification and compensation study of building maintenance and custodial staff.

GENERAL GOVERNMENT

FY'00 FORECAST

The primary issues and objectives for FY'00 include:

1. The Board of Selectmen continues to devote considerable time to examine ways of balancing the Town's limited growth in revenues with the increasing demands for services. To assist the Finance Committee and Town Meeting in looking at the Town's long range financial picture, the Selectmen have directed the Town Administrator and Director of Finance to prepare a five-year revenue and expenditure forecast. Managing the Town's limited financial resources is complicated in light of education reform, limited increases in State aid, and projected increases in fixed costs, MBTA assessments, and general Town and school operations. The Town's ability to provide for the health, safety and educational needs of residents will be a key issue, even given current economic conditions.

2. A key decision facing the Selectmen and the Town relates to the renovation and expansion of Town Facilities. In 1997, the Board of Selectmen created the Comprehensive Facility Study Committee to evaluate Town facilities and to make recommendations regarding the need to renovate and expand these facilities. \$85,000 was appropriated for this initial work. The Committee made preliminary recommendations to the Board in March 1999. A number of additional issues and questions were raised by the Board on these preliminary recommen-

dations. As a result, an additional \$40,000 was authorized at the May 1999 Special Town Meeting for the Committee to answer these questions and complete the study. Final recommendations were brought to the Selectmen in September 1999. These recommendations are being reviewed and evaluated by the Board who will then factor them into the Town's capital improvement plan. It should be noted however, that at the May 2000 Annual Town Meeting, Town Meeting will likely be asked to fund the construction of one new elementary school and the renovation of the Broadmeadow School. In future years, Town Meeting will be considering the expansion of a number of other buildings including the Town Hall, DPW building, Library and Senior Center. The Town's willingness and ability to fund these critical building projects will be a primary issue for the Selectmen during the year.

3. The Board has asked the Water/Sewer Rate Study Committee to complete an analysis of whether the Town should adopt enabling State legislation which permits shifting the debt service portion of residential water/sewer charges onto the property tax.

4. The Board will continue to study the adequacy of staffing in those departments under its jurisdiction.

5. The Board will continue the implementation of a coordinated building maintenance program through the Municipal Building Maintenance Board. The Town Administrator chairs this Board.

6. The Board had directed the staff to integrate the water, sewer, drains and building master plans into the Town's five-year capital improvement plan.

7. The Board, through its Solid Waste Disposal and Recycling Advisory Committee, will conduct a review of the new pay-per-throw trash disposal program, and determine whether to change the RTS hours of operations to better meet the needs of residents.

8. Staff will negotiate new collective bargaining contracts with seven general government bargaining units.

9. In cooperation with the Personnel Board, a classification and compensation analysis of the positions in the public works department will be conducted.

10. Staff will implement a Town-wide safety manual and training program to encourage workplace safety.

ACKNOWLEDGMENTS

The Board of Selectmen wishes to thank the Town staff and the many citizens, volunteers, committee members and others whose invaluable contribution of time, energy and talent makes it possible for Needham to maintain a well-managed, civic-minded community. At the end of this Annual Report you will find a list of the many individuals who have served the Town this past year. Residents wishing to volunteer for any board or committee appointed by the Selectmen should send a letter of interest to the Selectmen's Office at Town Hall.

TOWN CLERK



Theodora K. Eaton

The Office of the Town Clerk can be compared to a hub about which the wheel of local government revolves. The spokes of the wheel represent the various boards, departments and committees within the government to which the Town Clerk relates in a direct way. The rim of the wheel represents the many segments of local, State and Federal Government from which many of the Town Clerk's official duties and responsibilities stem.

The official duties and responsibilities of the Town Clerk are spelled out in over 73 Chapters and 400 sections of the Massachusetts General Laws as well as local Town By-Laws. Those pertaining to Elections and Town Meeting are the most complex with amendments to the State statutes made yearly. The Town Clerk is the official record keeper for the town and

records all official business conducted at Town Meetings and elections, both of which are recorded in the Annual Town Clerk's Records. Planning Board and Board of Appeals decisions, vital statistics, business certificates, federal and state tax liens, Uniform Commercial Code filings, Fish & Game Licenses, gasoline licenses, dog licenses - to name a few - are all recorded in the Town Clerk's Office.

During FY'99, the following elections and Town Meetings were held:

State Primary

Tuesday, September 15, 1998

State Election

Tuesday, November 3, 1998

Special Town Meeting

Monday, November 16, 1998

Annual Town Election

Monday, April 12, 1999

Three Precinct Elections

(To Break Tie Votes in Precinct A, C, and I for write-in candidates for Town Meeting Member)

Tuesday, April 27, 1999

Annual Town Meeting

Monday, May 3, 1999

Special Town Meeting

Monday, May 10, 1999

The Special Town Meeting in November disposed of 19 articles in two sessions. The Annual Town Meeting in May disposed of 81 articles in five sessions, and the Special Town Meeting within the Annual Town Meeting disposed of 6 articles.

Budgetary Data		No. of Employees	
Personal Services	\$94,133	Full Time	3
Purchase of Service	4,150.	Part Time	0
Expenses	2,475.		
	<u>2,000.</u>		
	\$102,758.		

FY'99 HIGHLIGHTS:

There were three elections in Fiscal Year 1999 - the State Primary, the State Election, and the Annual Town Election which kept everyone in the Town Clerk's Office on their toes. The Office has completed the comparison between the town's census data and the state's census data and is now updating only one cen-

GENERAL GOVERNMENT

s data program - the State's Voter Registration Information System (VRIS). In effort to make the state's system more proactive and user friendly, we have downloaded and expanded the census extract into a database where frequently requested reports continue to be developed. This continues to require time and training. A comparison and review of the local street addresses and census maps has begun in cooperation with the Massachusetts Office of the Federal Census in preparation for the 2000. The restoration and preservation project of the Town's public records dating back to the early 1700's continues with four additional volumes scheduled for completion in the Fall of 1999.

The following statistics were compiled during Fiscal Year 1999:

TAL STATISTICS

Births to Residents:

1/98 - 12/31/98	209
1/99 - 6/30/99	<u>206</u>
Total Needham Births	415

Deaths:

	Residents	Non-Residents
1/98 - 12/31/98	130	80
1/99 - 6/30/99	<u>144</u>	<u>89</u>
	274	169

Total Deaths Recorded: 443

Marriages:

1/98 - 12/31/98	88
1/99 - 6/30/99	59
Total Marriages Recorded:	147

Fish and Game Licenses Issued:

1/98 - 6/30/99	
Class F1 - Resident Fishing	180
Class F2 - Resident Fishing Minor	2
Class F3 - Resident Fishing, Age 65 - 69	13
Class F4 - Resident Citizen Fishing Handicapped	20
Class F6 - Non-Resident Fishing	3
Class F7 - Non-Resident Fishing 3-Day	2
Class F8 - Resident Fishing 3-Day	2

Class F9 - Non-Resident Citizen Minor (Age 15 to 17)	0
Class T1 - Resident Trapping	0
Class T2 - Resident Trapping Minor	0
Class T3 - Resident Trapping, Age 65-69	0
Class DF - Duplicate Fishing	1
Class DT - Duplicate Trapping	0
Class H1 - Resident Citizen Hunting	44
Class H2 - Resident Citizen Hunting, Age 65 - 69	3
Class H3 - Resident Citizen Hunting, Paraplegic	0
Class H4 - Resident Alien Hunting	2
Class H5 - Non-Resident Hunting, Big Game	0
Class H6 - Non-Resident Hunting, Small Game	1
Class H8 - Resident Citizen Minor Hunting	3
Class S1 - Resident Sporting	38
Class S2 - Resident Sporting, Age 65 - 69	1
Class S3 - Resident Citizen Sporting Over 70	25
Class DH - Duplicate Hunting	0
Class DS - Duplicate Sporting	2
Class M1 - Archery Stamp	24
Class M2 - Massachusetts Waterfowl Stamps	20
Class M3 - Primitive Firearms Stamp	23
Class W1 - Wildland Conservation Stamp (Resident) (Inaugurated 1/1/91)	281
Class W2 - Wildland Conservation Stamp (Non-Resident) (Inaugurated 1/1/91)	6
TOTAL	695

Paid to Division of Fish & Game for Licenses: \$8,672.25
Paid to Town Treasurer in Fees: 440.70

Dog Licenses Issued: 7/1/98 - 6/30/99

Male and Female Dogs @ \$15.	225
Spayed and Neutered Dogs @ \$10.	1946
Transfers @ \$1.00	6
Kennels @ \$ 25.	25
Kennels @ \$ 50.	11

Kennels @ \$100.	2
Seeing Eye Dogs - No Charge	4
Hearing Dogs - No Charge	1
Prior Years' Licenses	25
Replacement Licenses	<u>21</u>
TOTAL	2266

Paid to Town Treasurer for FY'99

Dog License Fees:	\$24,566.00
Other License Fees:	32,123.00
Miscellaneous Fees:	48,288.87

Total Receipts for FY'99: \$114,090.82

The Town Clerk's Office is oriented to serve the public and is open daily from 8:30 A.M. until 5:00 P.M. Monday through Friday and from 7:30 P.M. until 9:00 P.M. on the second and fourth Tuesday evenings except for July and August when the office is open from 7:30 P.M. until 9:00 P.M. on the third Tuesday.

FY'00 FORECAST:

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BOARD OF REGISTRARS



John W. Day, Barbara Doyle, Mary J. Mc Carthy, Theodora K. Eaton

PURPOSE:

The Board of Registrars in a town is the counterpart of an Election Commission in a city and the Elections Division of the Office of the Secretary of the Commonwealth at the state level. The Board of Registrars is composed of four members, not more than two of whom may be members of the same political party.

The Town Clerk, by virtue of the office, is one of the four members of the Board and is responsible for executing the functions of the Board of Registrars including the conduct of elections and recounts, voter registration, compilation of the Annual Listing of

Residents (Town Census), publication and circulation of the voting and street lists, certification of signatures on nomination papers and petitions, and recording Town Meeting attendance.

BUDGETARY DATA:

Budgetary Data	No. of Employees
Personal Services \$59,280.	Full Time 1
Purchase of Service 18,600.	Part Time 4
Expenses 1,550.	
Canvassers & Tellers <u>21,307.</u>	
	\$100,737.

GENERAL GOVERNMENT

FY'00 FORECAST

The primary issues and objectives for FY'00 include:

1. The Board of Selectmen continues to devote considerable time to examine ways of balancing the Town's limited growth in revenues with the increasing demands for services. To assist the Finance Committee and Town Meeting in looking at the Town's long range financial picture, the Selectmen have directed the Town Administrator and Director of Finance to prepare a five-year revenue and expenditure forecast. Managing the Town's limited financial resources is complicated in light of education reform, limited increases in State aid, and projected increases in fixed costs, MBTA assessments, and general Town and school operations. The Town's ability to provide for the health, safety and educational needs of residents will be a key issue, even given current economic conditions.
2. A key decision facing the Selectmen and the Town relates to the renovation and expansion of Town Facilities. In 1997, the Board of Selectmen created the Comprehensive Facility Study Committee to evaluate Town facilities and to make recommendations regarding the need to renovate and expand these facilities. \$85,000 was appropriated for this initial work. The Committee made preliminary recommendations to the Board in March 1999. A number of additional issues and questions were raised by the Board on these preliminary recommen-

dations. As a result, an additional \$40,000 was authorized at the May 1999 Special Town Meeting for the Committee to answer these questions and complete the study. Final recommendations were brought to the Selectmen in September 1999. These recommendations are being reviewed and evaluated by the Board who will then factor them into the Town's capital improvement plan. It should be noted however, that at the May 2000 Annual Town Meeting, Town Meeting will likely be asked to fund the construction of one new elementary school and the renovation of the Broadmeadow School. In future years, Town Meeting will be considering the expansion of a number of other buildings including the Town Hall, DPW building, Library and Senior Center. The Town's willingness and ability to fund these critical building projects will be a primary issue for the Selectmen during the year.

3. The Board has asked the Water/Sewer Rate Study Committee to complete an analysis of whether the Town should adopt enabling State legislation which permits shifting the debt service portion of residential water/sewer charges onto the property tax.

4. The Board will continue to study the adequacy of staffing in those departments under its jurisdiction.

5. The Board will continue the implementation of a coordinated building maintenance program through the Municipal Building Maintenance Board. The Town Administrator chairs this Board.

6. The Board had directed the staff to integrate the water, sewer, drains and building master plans into the Town's five-year capital improvement plan.

7. The Board, through its Solid Waste Disposal and Recycling Advisory Committee, will conduct a review of the new pay-per-throw trash disposal program, and determine whether to change the RTS hours of operations to better meet the needs of residents.

8. Staff will negotiate new collective bargaining contracts with seven general government bargaining units.

9. In cooperation with the Personnel Board, a classification and compensation analysis of the positions in the public works department will be conducted.

10. Staff will implement a Town-wide safety manual and training program to encourage workplace safety.

ACKNOWLEDGMENTS

The Board of Selectmen wishes to thank the Town staff and the many citizens, volunteers committee members and others whose invaluable contribution of time, energy and talent makes it possible for Needham to maintain a well-managed, civic-minded community. At the end of this Annual Report you will find a list of the many individuals who have served the Town this past year. Residents wishing to volunteer for any board or committee appointed by the Selectmen should send a letter of interest to the Selectmen's Office at Town Hall.

TOWN CLERK



Theodora K. Eaton

The Office of the Town Clerk can be compared to a hub about which the wheel of local government revolves. The spokes of the wheel represent the various boards, departments and committees within the government to which the Town Clerk relates in a direct way. The rim of the wheel represents the many segments of local, State and Federal Government from which many of the Town Clerk's official duties and responsibilities stem.

The official duties and responsibilities of the Town Clerk are spelled out in over 73 Chapters and 400 sections of the Massachusetts General Laws as well as local Town By-Laws. Those pertaining to Elections and Town Meeting are the most complex with amendments to the State statutes made yearly. The Town Clerk is the official record keeper for the town and

records all official business conducted at Town Meetings and elections, both of which are recorded in the Annual Town Clerk's Records. Planning Board and Board of Appeals decisions, vital statistics, business certificates, federal and state tax liens, Uniform Commercial Code filings, Fish & Game Licenses, gasoline licenses, dog licenses - to name a few - are all recorded in the Town Clerk's Office.

During FY'99, the following elections and Town Meetings were held:

State Primary

Tuesday, September 15, 1998

State Election

Tuesday, November 3, 1998

Special Town Meeting

Monday, November 16, 1998

Annual Town Election

Monday, April 12, 1999

Three Precinct Elections

(To Break Tie Votes in Precinct A, C, and I for write-in candidates for Town Meeting Member)

Tuesday, April 27, 1999

Annual Town Meeting

Monday, May 3, 1999

Special Town Meeting

Monday, May 10, 1999

The Special Town Meeting in November disposed of 19 articles in two sessions. The Annual Town Meeting in May disposed of 8 articles in five sessions, and the Special Town Meeting within the Annual Town Meeting disposed of 6 articles.

Budgetary Data		No. of Employees
Personal Services	\$94,133	Full Time
Purchase of Service	4,150.	Part Time
Expenses	2,475.	
	<u>2,000.</u>	
	\$102,758.	

FY'99 HIGHLIGHTS:

There were three elections in Fiscal Year 1999 - the State Primary, the State Election and the Annual Town Election which kept everyone in the Town Clerk's Office on their toes. The Office has completed the comparison between the town's census data and the state census data and is now updating only one ce

sus data program - the State's Voter Registration Information System (VRIS). In an effort to make the state's system more productive and user friendly, we have downloaded and expanded the census extract into a database where frequently requested reports continue to be developed. This continues to require time and training. A comparison and review of the local street addresses and census maps has begun in cooperation with the Massachusetts Office of the Federal Census in preparation for Census 2000. The restoration and preservation project of the Town's public records dating back to the early 1700's continues with four additional volumes scheduled for completion in the Fall of 1999.

The following statistics were compiled during Fiscal Year 1999:

VITAL STATISTICS

Births to Residents:

7/1/98 - 12/31/98	209
1/1/99 - 6/30/99	206
Total Needham Births	415

Deaths: Residents Non-Residents

7/1/98 - 12/31/98	130	80
1/1/99 - 6/30/99	144	89
	274	169

Total Deaths Recorded: 443

Marriages:

7/1/98 - 12/31/98	88
1/1/99 - 6/30/99	59
Total Marriages Recorded:	147

Fish and Game Licenses Issued:

7/1/98 - 6/30/99	
Class F1 - Resident Fishing	180
Class F2 - Resident Fishing Minor	2
Class F3 - Resident Fishing, Age 65 - 69	13
Class F4 - Resident Citizen Fishing Handicapped	20
Class F6 - Non-Resident Fishing	3
Class F7 - Non-Resident Fishing 3-Day	2
Class F8 - Resident Fishing 3-Day	2

Class F9 - Non-Resident Citizen Minor (Age 15 to 17)	0
Class T1 - Resident Trapping	0
Class T2 - Resident Trapping Minor	0
Class T3 - Resident Trapping, Age 65-69	0
Class DF - Duplicate Fishing	1
Class DT - Duplicate Trapping	0
Class H1 - Resident Citizen Hunting	44
Class H2 - Resident Citizen Hunting, Age 65 - 69	3
Class H3 - Resident Citizen Hunting, Paraplegic	0
Class H4 - Resident Alien Hunting	2
Class H5 - Non-Resident Hunting, Big Game	0
Class H6 - Non-Resident Hunting, Small Game	1
Class H8 - Resident Citizen Minor Hunting	3
Class S1 - Resident Sporting	38
Class S2 - Resident Sporting, Age 65 - 69	1
Class S3 - Resident Citizen Sporting Over 70	25
Class DH - Duplicate Hunting	0
Class DS - Duplicate Sporting	2
Class M1 - Archery Stamp	24
Class M2 - Massachusetts Waterfowl Stamps	20
Class M3 - Primitive Firearms Stamp	23
Class W1 - Wildland Conservation Stamp (Resident) (Inaugurated 1/1/91)	281
Class W2 - Wildland Conservation Stamp (Non-Resident) (Inaugurated 1/1/91)	6
TOTAL	695

Paid to Division of

Fish & Game for Licenses: \$8,672.25
Paid to Town Treasurer in Fees: 440.70

Dog Licenses Issued:

7/1/98 - 6/30/99	
Male and Female Dogs @ \$15.	225
Spayed and Neutered Dogs @ \$10.	1946
Transfers @ \$1.00	6
Kennels @ \$ 25.	25
Kennels @ \$ 50.	11

Kennels @ \$100.	2
Seeing Eye Dogs - No Charge	4
Hearing Dogs - No Charge	1
Prior Years' Licenses	25
Replacement Licenses	21
TOTAL	2266

Paid to Town Treasurer for FY'99

Dog License Fees:	\$24,566.00
Other License Fees:	32,123.00
Miscellaneous Fees:	48,288.87
Total Receipts for FY'99:	\$114,090.82

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BUDGETARY DATA:

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Expenses 1,550.	
Canvassers & Tellers 21,307.	
\$100,737.	

GENERAL GOVERNMENT

FY'99 HIGHLIGHTS:

Voter turnout for the three elections in Fiscal Year 1999 was as follows:

September 15, 1998 State Primary	5,505 (29.67%)
November 3, 1998 State Election	12,372 (66.16%)
April 12, 1999 Annual Town Election	4,019 (22.18%)

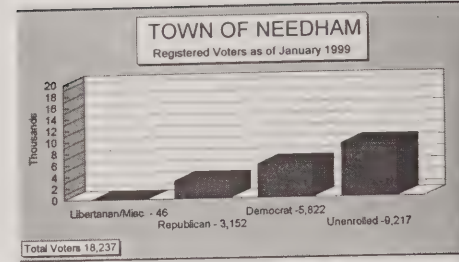
The Annual Listing of Residents was conducted by mail again this year with 85% of the residents responding within the first month. Census follow-up was conducted via telephone and police visitation. Once again this year, a dog license application was included in the census and was well received by dog owners. In accordance with Massachusetts General Laws a list of dog owners was also compiled.

Upon completion of the local listing, confirmation notices were sent to all those registered voters who were not reported as living in

Needham on January 1st. Those voters who proved residence were reinstated; those voters who responded with notification of a residence outside of Needham were removed from the Voting List; and those voters who did not respond to the confirmation notice were placed on the inactive voting list in compliance with the new Motor Voter Bill. Names were also removed because of death and other changes in voting status. Upon completion of the revision, the total number of registered voters was 18,237 plus 1,159 inactive voters.

FY'00 FORECAST:

Fall Special Town Meeting	Proposed
- Date to be determined	
Annual Town Census	- January 1, 2000
Presidential Primary	- March 7, 2000
Annual Town Election	- April 10, 2000
Annual Town Meeting	- May 1, 2000



PERSONNEL BOARD



Richard Creem, Chairman, Patricia Forde, Vivian Hsu, Not pictured: Gary Frawley, Richard Lunetta

1. PURPOSE:

The Personnel Board is made up of five members appointed by the Town Moderator for a term of three years. Under Needham's Consolidated Personnel By-Law, the Board is charged with maintaining the personnel system of the Town through annual formulation of a classification and compensation plan, institution of staffing controls, establishment of recruitment standards, and adjudication of personnel grievances. In addition, the Board promulgates administrative orders to further the purposes of the Consolidated Personnel By-Law and monitors administration of the By-Law by the executive branch of the Town's government. As a standing committee of Town Meeting, the Personnel Board advises the executive branch on collective bargaining issues and makes recommendations to Town Meeting relative to By-Law changes and collective bargaining agreements. The Personnel Board continues to strive for personnel policies and compensation plans that are fair and equitable to Town employees and mindful of the financial constraints faced by the Town.

2. BUDGETARY INFORMATION:

a. Salaries	
(1 Part-time Recording Secretary)	1,776.00
b. Merit program pool	7,500.00
c. Purchased services	2,500.00
d. Expenses	10,000.00
e. Capital outlays	0.00
f. Total	21,776.00
g. Number of full-time employees	0
h. Number of part-time employees	1

3. FY'99 HIGHLIGHTS:

Among its many accomplishments, the Board:

- Designed and recommended to Town Meeting a new compensation system for all town management personnel based on individual performance criteria, which was adopted by Town Meeting.
- Continued its ongoing program of reviewing the classification and compensation of all titles in the Town service at a minimum of five year intervals by: review of the MBMB
- In keeping with its goal of granting non-represented personnel the same benefits as equivalent positions covered by the town's collective bargaining agreements, studied and recommended to Town Meeting amendments to the Consolidated Personnel By-law, which were adopted by Town Meeting.
- Continued its re-examination of the Board's policies regarding compensation for elected, non-full time positions within the Town service.
- Heard and approved several requests for reclassification of various positions within the Town service.
- Heard and approved several requests to authorize hirings above the minimum step.
- Heard and approved requests for merit bonus and requests for merit step-increase under the Board's merit compensation program.

- Heard testimony and rendered decisions relative to employee grievance appeals.

4. FY'00 FORECAST:

- Review each and every Personnel By-Law (article 8) for the town and make appropriate recommendations thereon to Town Meeting.
- Review each and every corresponding policy and procedure to the Personnel By-Law and make appropriate recommendations thereon to Town Meeting.
- Initiate a review of the present compensation system for all non-represented non-management personnel and design/recommend an appropriate compensation system, if warranted.
- Continue to take a more pro-active role in the Town's collective bargaining process by reviewing each bargaining agreement and making recommendations where appropriate.
- Adjudicate employee appeals of the MBMB classification study.
- Conduct, per the schedule referenced below, a classification and compensation study of the Department of Public Works (DPW) titles, make appropriate recommendations thereon to Town Meeting. In order to comply with the Town's By-Laws as well as to reduce reclassification requests, continue with the following classification study schedule:

- FY01 Administrative/Support Titles
- FY02 Professional/Technical Titles
- FY03 Management Titles
- FY04 Professional and Technical Titles
- FY05 Municipal Building Maintenance Titles
- FY06 Department of Public Works Titles

LEGAL DEPARTMENT



David S. Tobin

PURPOSE

The Legal Department of the Town of Needham provides Legal advice to the Town Departments, attends all sessions of Town Meetings and Selectmen's Meetings, and meets with other Boards when requested. The Legal Department drafts and approves all contracts when requested, represents the Town in the courts and before administrative agencies, and assists in the drafting of legislation, by-laws and regulations.

BUDGETARY DATA

a. Salaries	\$52,078.00
b. Purchased Services	\$163,264.37

c. Expenses	\$4,021.39
d. Capital Outlay	\$0
e. Total	\$219,318.69
f. Full-Time Employees	0
g. Part-time Employees	1

FY'99 HIGHLIGHTS

During Fiscal Year 1999, in addition to the advice given to Town officials on a daily basis, Town Counsel accomplished the following:

Town Counsel represented the Town, its boards and/or officers and employees in court and before various administrative agencies and handled all related litigation matters.

Town Counsel negotiated, drafted, approved, interpreted and/or assisted in resolving conflicts with respect to numerous contracts for the Board of Selectmen, Finance Department, Permanent Public Building Committee, Municipal Building Maintenance Board, School Department, Department of Public Works, Park and Recreation Commission, Personnel Department, Planning Board, Council on Aging, Board of Health, Police Department, Board of Assessors, Conservation

Commission, Sewer Department, and Water Department.

The following are some of the contracts and negotiations included in this category:

- Water treatment plant, High School Roof, High School ADA, Hillside School class rooms, Newman School renovations, Pollard HVAC upgrade, Telephone system consulting and installation, and the Chestnut Street parking lot land acquisitions.

The Legal Department advised the various Town officials, agencies, boards and commissions on legal matters as they arose.

The Legal Department engaged and worked with outside counsel to represent the town in the following matters:

- Labor relations
- Litigation re: Office of Michael Rosenfeld, Inc.
- issuance of CATV franchise licenses

FY'00 FORECAST

In Fiscal Year 2000, Town Counsel shall continue to provide legal services to the town agencies at a reasonable cost.

MODERATOR



Michael Fee

monline" web site. To further enhance awareness of Town Meeting, and at the request of the Needham League of Women Voters, I presented a class entitled "Town Meeting 101" to about fifty participants during the winter session of Needham Adult Education. The class was well received and in conjunction with the LOWV, I will conduct this class annually.

The Moderator receives no appropriation and thus there are no expenditures of public funds

to describe. I encourage town residents to become involved in some aspect of our community government, including running for a position as a Town Meeting Member. In addition, ample opportunities are available for service on one of our volunteer committees. Any citizen who wishes to be considered for a position on the Finance Committee or the Personnel Board should feel free to contact me.

The Town Moderator presides over Needham's Town Meeting, a citizen legislature that holds the ultimate authority over all municipal affairs. For example, Town Meeting action is required each year to determine how much will be spent on all Town services, including schools, public works, public safety and what will be spent on our public facilities. Town Meeting's approval is also required to adopt or amend zoning by-laws and at least two-thirds of the 258-member Town Meeting must approve the issuance of bonds and the corresponding assumption of debt.

Town Meeting convened for the Annual Town Meeting in May 1999, and addressed approximately 80 articles over the course of six evenings.

Town Meeting Members have had access to the "Needham Town Meeting Handbook" that I authored and distributed with financial assistance of the Richard Patton Melick Foundation for one-year now and the Handbook appears to have improved the Town Meeting Members' knowledge of our procedures and rules. The Handbook has also been posted to the "needha-



Car travelling to Dover, crossing the railroad line to the west of Charles River Village.

EDUCATION

PUBLIC SCHOOLS



Irwin Silverstein, Chairman; Paul Denver, Susan Welby, Patricia Ruane, Superintendent, Not pictured: Donald M. Gratz, Michael F. Hourigan, Karen N. Price, Jeffrey Simmons.

PURPOSE

The School Department services the educational needs of this community, from pre-schoolers to senior citizens. Our primary function is to advance the learning and achievement of five to eighteen year olds in a comprehensive and sequential program of studies. Our VISION Statement captures the special relationship between this Town and its schools. A VISION for both students and adults, it espouses

A community and school partnership that

- creates excited learners
- demands excellence
- fosters integrity.

The practice of these values, on a daily basis, needs to be the norm in all of our classrooms, and all of our interaction with individual citizens and Town government bodies.

During FY '99, Needham enrolled students in grades K-12 as follows: elementary (2157); middle (992); high (1154). Early childhood programs, mandated by Special Education, serviced another 50 children. Beyond meeting the needs of a school-age population during the traditional school day and year schedule, the Needham Public Schools also services the continuing education needs of adults through an active Adult and Continuing Education program that enrolled approximately 2,160 students during FY '99. A summer school program, on a fee basis, extends learning opportunities for students and accommodated 149 students during the summer of 1999. As the Town's primary education resource and asset, the School Department also recognizes its need to be responsive to other educational needs as defined by the community. The Town, in turn, supports its schools with financial and human resources. Needham citizens, Town departments, and businesses are great partners to our schools.

Wherever possible, the School Department is trying to match its purpose with community needs and values. In keeping with the Town's commitment to volunteerism, our high schools students are expected to demonstrate commu-

nity service, and gain credit for genuine work in the community. The School Department welcomes opportunities to make students' learning real, product oriented, and responsive to community needs.

How well are we fulfilling our purpose? Here are two indicators of our success. Average SAT scores and college placement remain strong:

SAT SCORES

	Verbal	Mathematics
CLASS OF 1998	552	560
CLASS OF 1999	577	585

CLASS OF 1998		CLASS OF 1999	
Four-year college	89.9%	Four-year college	83.7%
Two-year college	1.2%	Two-year college	3.7%
Non-college educational institutes	3.5%	Non-college educational institutes	3.3%
One year work then college	.8%	One year work then college	2.0%
Other/No response	4.6%	Other/No response	7.3%

Additionally, our students scored high on the Commonwealth's first official administration of high stakes tests in language/reading, mathematics, and science at Grades 4, 8, and 10. Average scores at each grade tested, show the following comparison to statewide averages:

Grade 4	Needham	State
Language/Reading:	PROFICIENT	NEEDS IMPROVEMENT
Mathematics:	PROFICIENT	NEEDS IMPROVEMENT
Science:	PROFICIENT	NEEDS IMPROVEMENT

Grade 8	Needham	State
Language/Reading	PROFICIENT	NEEDS IMPROVEMENT
Mathematics:	NEEDS IMPROVEMENT	NEEDS IMPROVEMENT
Science:	NEEDS IMPROVEMENT	NEEDS IMPROVEMENT

Grade 10	Needham	State
Language/Reading	PROFICIENT	NEEDS IMPROVEMENT
Mathematics:	PROFICIENT	NEEDS IMPROVEMENT
Science:	NEEDS IMPROVEMENT	NEEDS IMPROVEMENT

At all grade levels, the performance of Needham students was competitive with the top-ranking school districts in Massachusetts. Our analysis of test results gives us important information about curriculum and instructional strengths and weaknesses, as well as information about individual students.

We are paying attention to both program and pupils, and modifying our instruction as a result. The Department of Education is also working on fine tuning the tests. Over time, this combination of state and local focus on performance will raise expectations and improve both teaching and learning.

BUDGETARY DATA

The Operational Budget for the School Department included:

• Salaries	22,028,591
• Purchase of Service	2,862,704
• Expenses	867,779
• Capital Outlay	190,214
Total:	25,949,288

This budget does not include the cost of building maintenance nor employee benefits which are represented in MBMB and town personnel budgets respectively. Similarly, it does not include capital projects of long-term debt incurred by the Town for facilities renovations.

Salaries comprise 85% of the FY '99 budget. The breakdown is as follows:

A. Direct Service to Children

This category includes certified teaching professionals and support staff (nurses, counselors, psychologists, occupational and physical therapists, and social worker) who are paid on the professional salary scale. It also includes teaching assistants — people in positions that do not require professional credentials and paid on a lesser salary scale. Teaching assistants work under the supervision of a teacher. This differentiated staffing pattern is responsive to Special Education needs and is cost effective.

	FTE (full-time equivalent)
Teaching/Nursing Staffs	327.20
Instructional Support	88.20

B. Indirect Service to Children

This category includes non-teaching staff whose primary function is to supervise staff and manage the business side of the School Department. Support staff assist the administrative staff in school offices and the central office.

	FTE (full-time equivalent)
Administrators	26.80
Secretaries, Other Support Staff	53.11

FY'99 HIGHLIGHTS

Beyond the primary job of educating children in a safe environment on a daily basis, the Needham Public Schools has set six long-term goals. These goals, identified in FY '98, will continue for five years. They acknowledge that we have additional work to do if we are to realize fully our VISION of partnerships, excited

earnings, excellence, and integrity. These attitudes must be embraced and practiced by adults first, so children can learn by example. Activity goals under each during FY99 includes:

1. TEACHING and LEARNING

Since Teaching and Learning are our main mission, this goal category is the focus of the most activity within the School Department.

District Accomplishments

1) *Implemented Elementary Curriculum Framework for Social Studies and Science.* This year elementary teachers used the new social studies and science curriculum maps as the basis of their teaching. In classrooms throughout the town, students constantly referred back to a central question that unified the topics and helped students understand WHY they were learning what they were learning. Thanks to the presence of an Elementary Instructional Curriculum Leader, Pat Taurasi, teachers also developed assessment tools to measure the learning and demonstrate students' performance around both content and skills.

2) *Conceptualized a Literacy Initiative for Implementation in FY'00.* A major focus on literacy has involved both new teachers and experienced teachers in rethinking our instruction and its delivery. A Literacy Task Force that includes elementary principals and teachers, along with reading and special education teachers, has formulated an intensive and consistent approach to literacy instruction. This initiative was the number one budget priority of the School Department for FY'00. Since reading is the foundation of all learning, our targeting new resources and protecting intensive learning time at the elementary level are key strategies to improving all students' performance in the increasing set of reading, writing, and communication skills that our students will need for the 21st Century. This year our teachers re-examined their approaches to basic reading instruction, shifted the relationship between the classroom teacher and reading teachers to a partnership relationship, and also re-thought writing instruction under the direction of nationally known teacher/writer Mary Ellen Giacobbe. Connections between the elementary and middle school are planned for FY'00.

3) *Designed a 21st Century Vision for Mathematics Education.* A K-12 Math Task Force, including community participants, spent the year looking at strengths and weaknesses of our current program, rethinking and articulating a vision for math education, and formulating a new skills sequence that takes into account state-of-the-art math standards for teaching and learning. This will be implemented during the 1999-2000 school year.

4) *Extended Spanish Study to all Third Graders, and Introduced World Languages at Grade 6.* Despite the absence of additional funds, the Needham Schools decided to support

the momentum of the classes moving forward through the system. This meant reducing Grade 1 World Language program and adding it to Grade 3 in the elementary schools. Similarly, we chose to continue the program for Grade 5 students in the lead school (Mitchell) and open up a World Language opportunity for all Grade 6 students where none existed previously. This was done at the expense of seventh grade World Language program and staffing, with the intent of maintaining continuity of program. A modified Grade 7 program was infused with additional staffing so that the current Grade 7 students caught in the transition would still have a credible introduction to World Language.

5) *Analyzed MCAS Results with Faculty and Parents.* Extensive time was spent at a district level and by school to examine student performance against the test questions in the Commonwealth's first high stakes test administration. Each school set goals for improved performance as a result, and districtwide work through the Literacy Task Force, Math Task Force and Science Center have also supported program modifications.

6) *Strengthened Technology Expectations for Students* During FY99, the Media Department introduced the use of proficiency skills for students at the end of Grades 2, 5, 8, and 12, and trained 150 teachers and administrators in Summer Tech Camp. Our training has become a model for the State, and last summer the Department of Education used Needham as a model for its summer training.

7) *Focused Administrative Training on Diversifying Our Staff.* Our vision of partnership, excited learners, excellence and integrity challenges us to include different voices and different perspectives in the presentation of information and knowledge. The current Needham faculty and staff are predominately white. During FY'99, administrative staff worked on developing behaviors and strategies to attract excellent candidates of color to the Needham Public Schools as a way of assuring that our students experience a full range of ideas, cultures, and perspectives in preparation for living in a multicultural society.

8) *Developed Student Affinity Groups.* In order to prepare students for their emergence into an increasingly diverse world, the Guidance Counselors in a number of elementary schools have initiated Racial Affinity Groups which explore prejudices and enable students to learn, understand and internalize active anti-racist behaviors.

9) *Utilized Needham Education Foundation Funds for a Variety of Program Development and Enrichment Opportunities.* Each year the NEF awards grants, through the interest on its endowment, to competitive proposals put forward by teachers, administrators and community members on behalf of public school children. Last year \$62,812.19 was awarded in grants.

School Highlights

10) *Broadmeadow School* combined partnerships, excellence and excited learning in the reinvention of social studies using the new curriculum maps. Third graders chronicled the history of Needham as historical reporters, investigating town archives at the Needham Historical Society, drawing maps from 1711 to the present day and taking field trips to historic buildings and cemeteries in town. Thanks to Broadmeadow parent and partner John Cristofano, a CD-ROM was produced to capture this important research. At Grade 5, students studied immigration by taking on the role of actual families whose historical records indicate their arrival, their destination, and their ages and skills. Such an approach immersed the children in the real drama of making a new home in a strange place. In science, fifth graders partnered with Superintendent Patricia Ruane at the end of their weather unit, as teams of students monitored weather and predicted storms and school cancellations with Dr. Ruane throughout the winter season. Finally, a six week residency of Poet Judith Steinbergh and Songwriter Victor Cockburn wrote poetry and songs on themes from their social studies and science unit. For one week, a residency by "Two Fiddles" taught students dances and music of old New England—also an extension of their social studies learning.

11) *Eliot School* took their new science unit a step further with a grant from the Department of Environmental Management to the Needham Heights Neighborhood Association. This grant, funded by the U.S. Forest Service, enabled fourth graders to design and implement their own park in an abandoned playground. In the course of this year long project, students made models, measured the area, studied appropriate plantings which would thrive in this particular environment, and finally planted trees and bushes, with partners from the Selectmen, Public Works, Conservation Commission, Parks and Recreation, landscapers, architects, planners, the Needham Heights Neighborhood Association, Newton/Needham Chamber of Commerce, and neighbors of Riverside Park. On Earth Day, April 22, 1999, Eliot School received an award from the Secretary of Environmental Affairs which was presented to the students at the State House by Secretary Durand, Senator Jacques, and Representative Harkins. Writing students worked with artist in residence Gwen Mann, who conducted a series of teacher workshops and then worked with students in Grades 1 through 5 to improve their descriptive writing, in combination with painted or drawn images which were integrated into the curriculum at every grade level. Thanks to an NEF grant, teachers also worked with mathematics guru Mahesh Sharma, who focused on writing math journals, designing word problems and simplifying concepts so that students can understand them. Work with adults included two foci: the first was an introduction to the concept of wellness. A series

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of activities for students and families throughout the year culminated in an "Eliot Family Wellness Journey" in May. Eliot's nurse, counselor, and physical education/health teacher collaborated to make wellness both understood and practiced in the Eliot community. The second focus of adult training was aimed to help the staff examine behavior and create new processes for assuring the success of all students at Eliot School. Extensive outreach to parents, particularly around the explanation of the MCAS tests and results, helped to build new connections between parents and staff members, particularly parents of color. Work will continue during the 1999-2000 school year.

12) *Hillside School* focused on social studies and science maps and the development of real assessment tools. To assist in the effort, parent volunteer Pam Goody helped the students "show what they know" in their performance of two plays. At Grade 5 "Let George Do It" supported their study of the American Revolution, and Grade 3 students got a chance to extend their understanding of electricity in a play called "Watt's It All About . . . The Whole Shocking Story". Thanks to an NEF grant, parents and teachers collaborated in the creation of literature circles as a pilot for the Literacy Task Force and systemwide initiatives which will follow next year. Accompanying this grant was a second one allowing the school's media center to purchase literature whose authors are people of color, so the school can expand its voices and more fairly represent other points of view in children's reading materials. Other performances included "The Little Red Hen" in English and Spanish (Grade 1) a nutrition play, and a Grade 5 Civil War museum exhibit, where students assumed the role of famous people from the Civil War.

13) *Mitchell School* zeroed in on math skills and vocabulary, as they introduced a new math program in Grades 1 and 2 (T.E.R.C. Investigations Program). Math was the theme of the school, and included a math wizard who read the answers to weekly math challenge problems. On the language side, the Mitchell PTC sponsored an authorfest which brought students in contact with three very different and very talented author/illustrators. Each child authored and presented a book at an open house for the community. Citizenship skills were also stressed in a special program called the ABC's of Citizenship.

14) *Newman School* moved into a beautifully renovated building, and took advantage of a new voice, video, and data network which improves communication and efficiency in both teaching and learning, as well as the administration of the school. Newman is now able to operate as a 21st century school, and the easy communication between teachers and parents via technology has improved the potential for partnership. A school based NewTech committee conducted training on new software and organized a software platform so that it is consistent across all grade levels. Newman exper-

imented with Alphasmart keyboards—inexpensive computers that allow teachers to move the technology with the children and create opportunities for extended learning. Programmatically, teachers implemented the "Investigations" math series and aligned their math work with the ongoing work of the Math Task Force. Grade level groups met throughout the year to refine the science and social studies curriculum maps and to develop new unit materials, especially in partnership with the newly renovated science center at Newman. Much of the year's energy went to analyzing MCAS test results and using these results as part of the information to improve good core teaching. Newman staff and administrators have worked assiduously to integrate students of all abilities into the classroom. Teachers met regularly, shared strategies, and learned from each other in a co-teaching model that will be expanded during the 1999-2000 school year, when two teacher assistants will be replaced by a co-teacher working with Grade 5 teachers. The need to move in again gave Needham's newest elementary school community the opportunity to rethink teams and groupings of adults and children. This was a very productive year where partnerships have grown and new risks were taken. The school is moving comfortably toward multi-grade neighborhoods and the potential for a multiage classroom.

15) *High Rock* was reopened in FY99 to house the Early Learning Center Integrated Preschool Program. The staff worked diligently to transform the building into an Early Childhood Center which successfully educates three to five year olds in a developmentally appropriate program which includes students with disabilities along with typically developing peers. The program has been accredited by the National Association for the Education of Young Children. This early intervention model helps young children prepare strongly for a productive integration into our kindergarten classrooms.

16) *Pollard School* experienced an unexpected loss of a principal, and the community is fortunate to have had interim Principal Alvin Fortune complete the year from November through June. During this time, students and teachers enjoyed a residency by author/illustrator Tom Feelings, who is an expert on the history and events of the Middle Passage. Two poetry residencies also provided teachers at all grade levels with an opportunity to focus on the skills of language refinement and poetic image, as well as the interpretation and performance of poetry that is either original or written by someone else. Jessica Kuhn was sponsored by a grant from the Creative Arts Council and PTC, while Elizabeth McKim was sponsored by NEF. Students wrote poetry, critiqued poetry, participated in response to adults reading poetry, and performed their own creations in front of their peers. Middle school students also participated in many activities beyond the school day and beyond the boundaries of Needham.

Teacher coaches sponsored teams in: Olympics of the Mind, a regional and national competition; Mock Trial Team; Science Olympiad; cross country and lacrosse; and a special exchange trip for sixteen students to Fujinomiya Japan, where students lived with host families and had a very special cultural immersion experience. Students from Fujinomiya also visited Pollard and stayed in Needham homes. Notably absent were issues and problems with the building around air quality, thanks to the hard work of MBMB, in conjunction with the School Department. The year culminated in a successful search for a new principal, Needham resident and public school parent Dr. Joseph Barnes, who joins the Needham School Department from his position as Principal of the Hopkinton Middle School.

17) *Needham High School* for the past two years has been preparing for a visit by an accreditation committee of the New England Association of Schools and Colleges. In November of 1998, this committee spent four days at Needham High School, reviewed the schools self-study report, observed classes and programs, and issued a report which was disseminated in January of 1999. A copy of this report is available in the Needham Public Library, the high school office, and on the Needham High School web page. The report judges the high school in terms of ten standards for accreditation by the Association. The visiting committee issued many commendations as well as recommendations. In the 'General Observations' section, the report states: "Needham High School is an excellent school. By all measures of accountability and student achievement, the students at Needham are demonstrating outstanding and rigorous achievement. The dedicated highly able, and talented faculty and staff see to it that student needs are being met in ways that exceed the expectations of the community. The school has a rich history of accomplishments and a record of achievement which brings pride to the community." Although this is not a summary of the report, is clearly is a judgment for which Needham can be proud. The remainder of the school year was devoted to follow up on this report, the establishment of continuing committees to monitor progress in all of the accreditation standards, and preparation for additional summer work days to continue the development of curriculum essentials for each course and each department.

B. LEADERSHIP

The structure of leadership in the Needham Public Schools is lean compared with comparable communities, as well as the State's formulas for administrative staffing under Education Reform. As such, principals, directors, department heads, and teachers take on leadership roles in addition to their job description. During FY99 we redefined some leadership roles and built new leadership capacity. We:

1. *Shifted Our Budget Preparation Toward Site Based Management.* At all levels, elemen-

ary, middle and high school, principals took on new responsibility for budget planning and its public presentation. This was a deliberate shift to give the principals more control and accountability for managing their site efficiently, while maximizing the Town's resources.

2. *Reorganized the High School Administrative Structure.* A system of principal, assistant principal and four part-time deans was phased out, and a new structure with a principal and two assistant principals will be in effect for FY'00.

3. *Created Teacher Leader Additions to Support Curriculum and Instruction.* At the elementary level, we implemented this model with one teacher whose expertise is assessment. This teacher worked in partnership with classroom teachers at all elementary sites to develop appropriate measures to demonstrate student performance in the new science and social studies curriculum. Budget for FY'00 includes a second teacher leader to focus on mathematics with the elementary schools. This will be funded through additional education reform monies targeted for professional development from the State. At the middle school, planning for next year's budget included the design of an extra teaching position to free up full-time head teachers in math, science, social studies and English language arts for a portion of their time, so that they can observe, co-teach, and develop programs with colleagues at the middle school.

4. *Created In-House Expertise in Professional Development Training.* We are deliberately building our internal capacity for professional development by identifying talented teachers who can work in partnership with outside experts and jointly plan professional development events and follow-up. This model has been particularly effective at the elementary schools, where grade level facilitators and principals have continued the curriculum mapping work inspired by consultant Heidi Hayes Jacobs. Similarly, reading teachers and the Literacy Task Force have continued the momentum created by writing consultant Mary Ellen Giacobbe. This model of consultant plus point people will continue in FY'00, and promises to develop our internal resource people so they can eventually sustain important aspects of professional development training.

2. COMMUNITY SPONSORSHIP

The partnership aspect of our vision statement is key to the goal work in this category, where we have:

1. *Conducted a Community Education Campaign Around the MCAS Tests.* Both parents and community members needed help understanding the purpose of the tests, their strengths and weaknesses, and how to interpret students scores. The School Department held a series of public sessions for the entire town as well as by school by school, to answer questions and prepare citizens to put Needham's results in this first round of testing in an appropriate context. In addition to public meetings, local media featured OpEd arti-

cles written by the Superintendent, and parents received additional written explanations from our partnership with the Massachusetts Coalition of Higher Standards.

2. *Established "The Student Times" As a Regular Feature in the Needham Times.* Thanks to a partnership with parent and Boston Globe writer Chris Bezreh, the Needham Times regularly published student work from classrooms across the town. This provided a vehicle for citizens who are not currently connected with our schools to see the intelligence of our teachers' assignments, and the quality of students thinking, content knowledge, and skills in responding to the various assignments.

3. *Expanded Access to the Elementary Science Center.* Located in newly renovated space at the Newman School, the Needham Science Center became a 12-month operation during FY99. In addition to its ongoing support of science teaching, and its special help with analysis of the science MCAS results, Science Center staff also provided vacation and summer camp opportunities for children to explore science in a more intensive program. More than 125 students participated in these special science institutes. A newly constructed "discovery room" presents a room full of exciting hands-on exhibits that explore various aspects of science. With the National Science Teachers' Association Conference meeting in Boston in March 1999, our Science Center was the site of a special field trip that attracted approximately 50 science educators from across the nation. Ours is a unique model that provides ongoing updated science materials made creatively and cheaply, versus our having to purchase expensive kit materials. Because of its great reputation in all of New England, the Science Center receives interesting donations through informal partnerships with zoos, museums, and farms. This year director Dan DeWolfe (who is also a taxidermist) received an adult and a baby ostrich who had died prematurely. This "opportunity" is one of the benefits we derive from having a long standing Science Center with an eye for off-beat and entrepreneurial activities!

4. *Continued Partnership with Senior Citizen Facilities* Students in all of our elementary schools participated in significant partnership programs with North Hill and Avery Manor in particular. These programs included exchanges of letters and face to face meetings between the children and the senior citizens, many of whom are not able to leave their living quarters or be in the presence of young children. Children talked with the seniors, sang with them, and even did exercises together in movement and dance experiences that met the physical needs of both children and adults!

5. *Provided Student Volunteers in a Variety of Community Service Projects across the Town.* Needham High has instituted a community service graduation requirement. We had 800 high school students performing voluntary work in community businesses and agencies.

Students applied skills learned in the classroom, received credit, made a contribution, and saw the VISION practiced by adults within the wider community. At the elementary level students worked in partnership with the Needham Community Council on food drives, winter coat drives, and book swaps (Hillside and Mitchell School).

6. *Collaborated with the Clergy Association for the 6th Annual Martin Luther King Celebration.* The Needham Schools sponsors a Gospel Choir opportunity that is available to anyone who either works or lives in Needham. The culmination of the choir's work is the annual Martin Luther King Day Celebration which was hosted by the First Baptist Church in Needham.

7. *Developed Tutoring and Homework Help as a Link Between Home and School.* Math enrichment volunteers worked in all of our elementary schools. In addition, senior citizens volunteer to help individual students with their reading, writing, and math. Eliot staff went to Cook's Bridge to work with students on a regular schedule of homework support, and the Showa Institute of Boston exchanged visits between Japanese students and Eliot School students. The Needham Rotary also supplied readers in elementary schools on a weekly basis.

8. *Partnerships with the Youth Commission and Park and Recreation Create New Opportunities and Enhance the Quality of Life for Children and Adults.* The Youth Commission's "Ray of Hope" program celebrates exemplary young people in Needham, and ongoing work between the schools and Youth Commission creates a proactive approach to the avoidance of community problems. Thanks to the fund raising efforts of parents and community members, a new playground was constructed at Mitchell School, with the cooperation of Park and Recreation.

9. *Continued Townwide Wellness Initiative and Developed a Crisis Protocol.* Needham has an ongoing and strong partnership among public and private departments and agencies within the town, including the Deaconess Glover Hospital, the Needham Mental Health Coalition, the Board of Health, and the Clergy Association. This group worked with local businesses to create low cost membership rates for town employees to focus on wellness in body, mind and spirit. Additionally, Director of Guidance Bruce Palombo worked with a 17 member townwide committee including representatives from the Board of Health, Police and Fire Departments, Youth Commission, Clergy, and Mental Health Coalition to develop a handbook that would guide all town department heads in their quick response in the event of a crisis. This handbook will be finalized and implemented during FY99.

10. *Established Needham as a Learning Laboratory for Excellence.* Needham schools pride themselves on our expertise in teaching an integrated curriculum to the whole child.

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Hundreds of visitors come to our classrooms annually to learn how we integrate the arts, teach critical thinking, engage students in science exploration, include all students of varying abilities, teach wellness, or use technology for intelligent instruction. This includes our partnership with Fujinomiyama Japan, and an emerging partnership with Shanghai Key Middle School #2. Our success in the classroom has put us on the international map.

11. *Participated in a Statewide Film that Featured Our P.E./Health Program.* Needham has been identified as a school district promoting a balanced and progressive approach to students' physical development and sense of wellness. We were one of three school districts featured in this production, to be released in FY'00.

12. *Identified Important Business Partners.* A grant-funded Community Partnerships Facilitator, Rafaela Diaz, has worked to initiate and foster partnerships between Needham Public Schools and the Needham community. Within the past year, a variety of partnerships have been developed with local businesses, including Prentice Hall Publishing Company, Duracell, and Muzi Ford. The Prentice Hall Publishing partnership brought together forty Prentice Hall staff members and Needham High School teachers. Prentice Hall staff visited Needham High School to observe Math, Social Studies, and Science classes. This visit was the first in a series of partnership activities. In the future, Prentice Hall will be a site for teacher externships and student internships. Duracell Corporation and Muzi Ford will also serve as internship sites in the fall. Through the work of the Community Partnerships Facilitator, Needham is actively participating in the Minuteman School-to-Careers Partnership. This partnership offers many benefits to Needham, including various opportunities for teachers and administrators to participate in professional development programs. Approximately fifteen Needham teachers participated in these programs and gained practical skills in integrating school-to-career activities into the curriculum. The Community Partnerships Facilitator, in cooperation with

other high school staff members, will begin implementing a school-to-career sequence at the high school. The sequence will include career exploration, career readiness activities and work experience opportunities.

13. *Established Initial Partnership with Olin College of Engineering.* The promise of a state-of-the-art college of engineering at Babson on Needham property is a tremendous opportunity for the Needham Public Schools and the Town. We have been in close contact with the Olin Foundation and new president of the college, and are working to be part of the planning of how this resource takes shape. Specifically our interest is to create a symbiotic partnership, where engineering students can perform their community service through our science center, and where our high school students and teachers can have access to equipment and technology at the college in exchange for assistance and expertise in the design of instruction. Even though the school is not yet built, our work in forging strong relationships has begun.

D. FINANCES

This goal is one of maximizing town resources, managing well, tapping outside sources, and forming statewide partnerships. This year the School Department:

1. *Returned Special Education Money to the Town.* During the past two years we have built capacity within our schools by creating specialized programs as an alternative to expensive out-of-district placements. The result is that we have contained the cost of out-of-district placement over a two-year period and are able to reduce the out-of-district tuition line item by \$110,000 for FY'00.

2. *Recovered Medicaid Costs for Special Education Services.* Thanks to recent statutory changes, the School Department has mobilized to recoup the maximum funds recoverable under Medicaid reimbursement of administrative and direct services for students who are Medicaid eligible. This effort, conducted by the office of the Director of Guidance, has resulted

in the submission of a first claim that is expected to return between \$30,000 and \$40,000 to the Town's treasury. The regular submission of such claims will continue to return even greater funds for town and school use through quarterly billing procedures.

3. *Managed to Keep Special Education Increases at Approximately Three Percent.* For the second consecutive year, the SPED budget, which is managed by the Directors of Special Education and supervised by the Assistant Superintendent for Student Development and Community Partnerships, was by a very small percentage, as opposed to its historic increase of 15% or more in prior years. In addition to an excellent management of finances in this program area, the Needham Schools also received high marks from the Department of Education in its Program Review of Methods of Administration and Special Education Procedures. This is a major state department audit, in which the special education department was commended for innovative programming such as a short term stabilization program for at-risk students, procedures for providing education in the least restrictive environment, and a wide range of program options for students. Administration was also commended for the breadth in depth of staff development offered around civil rights responsibilities.

4. *Added \$1,139,585 in State and Federal Entitlement and Competitive Grants.* Thanks to the vigilance of our half-time Grant Coordinator Susan Bonaiuto, Needham increased its success in grantsmanship by \$68,250 over FY'98. Whereas we received four competitive grants in FY'98, we successfully competed for eight grants in FY'99.

5. *Monitored Budget Expenditures on a Quarterly Basis.* Keeping close tabs on our ongoing expenditures allowed the School Department Administration to maximize its operational budget and continually reprioritize within the principal-managed sites. This new level of information and scrutiny resulted in our being able to buy ahead crucial social studies text books (Pollard), elementary literacy materials, and supplies and equipment for FY'00 from available monies in FY'99. Since much of this available cash is the result of the special education cost savings noted above, this is a one-time opportunity. We have cut the special education out-of-district tuition account for FY'00.

E. ORGANIZATION AND INFRASTRUCTURE SUPPORT

Our VISION gives us a target, but to get there we need to examine the way to do business with a critical eye. Our goal is to be more effective and efficient in delivering the education product. During FY'99 the School Department:

1. *Worked Cooperatively with the MBMB to Resolve All Remaining Air Quality Issues at Pollard.* Thanks to the support of Certified Industrial Hygienist Barbara Taylor, and with



Car travelling eastbound from Wellesley to Needham. The Kingsbury building is on the right.

he support of the PPBC, the HVAC system at the school was totally and properly rebalanced. Additional work was designed for summer 1999, and both adults and students experienced a virtually trouble-free year with respect to air quality. Additional work at Hillside School also resulted in the balancing of the HVAC system in that school.

1. *Supported Townwide Training for School-based Health and Safety Committees.* In cooperation with the Board of Health and Needham Educators Association, the school district sponsored training from the Environmental Protection Agency in "Tools for Schools," a set of information packets and protocols for proactive management of building concerns. Follow-up work targets Pollard, Newman, and Hillside, three schools with recently balanced air systems.

2. *Supported the Development of Custodial Training Manuals by the MBMB.* With the leadership of Assistant MBMB Director Lisa Mehler, custodians received training and documentation for cleaning protocols as a quality control measure for improving the cleanliness of the schools and the efficiency of our custodians' work. Principals are co-supervising custodians, along with Ms. Mehler, to make sure the protocols are implemented.

1. FACILITIES AND TECHNOLOGY

Our school buildings constitute major assets for the Town. During FY99 the School Department:

1. *Gained the Support of Town Meeting for \$280,000 in New and Replacement Computers.* Town Meeting members voted overwhelmingly to support year four of our five year Technology Plan. This money will purchase new computer hardware for classrooms, media centers, computer labs and instructional areas within the school. The goal is to provide one computer for every five students in the district by 2001. Thanks to Town Meeting support in FY98, the ratio of computers to students in FY99 averaged 1 to 7 throughout the district. One hundred fifteen computers, forty printers, software and security were purchased and distributed throughout the schools for the \$200,000 capital request approved in May 1998.

2. *Included 21st Century Technology in the Newman Renovation.* Newman teachers and students returned in September 1998 to a beautifully renovated school that included wiring for voice, video, and data to all instructional and administrative areas. Classrooms access video from the I-Loop (Interactive Spanish), from the satellite dish at Needham High School or from the residential cable station. Each classroom has a mounted receiver/monitor for television or computer and a VCR. The renovation also included a computer for every classroom that projects to the overhead monitor. The data network connects Newman to all other Needham schools over the I-Loop and out to the Internet. Each classroom

has a phone that provides internal and external voice and messaging. Teachers were trained to use this technology throughout the year.

3. *Kept a High Profile in Advocating for Technology at the State Level.* Needham received three state grants — two entitlement and one competitive—to support extensive professional development in technology education. The elementary program was enhanced by the expertise of two elementary technology consultants who worked with teachers and students to integrate technology into the classroom curriculum. One hundred Needham teachers enrolled in graduate coursework in technology supported by Lighthouse and Model professional development grants. Needham students who participated in the AP government course took their learning to the State House in an attempt to garner support for additional state funds for educational technology. These students worked with Representative Harkins in their preparation and testimony before the Massachusetts House of Representatives' Science and Technology Committee.

4. *Worked with Town Departments in the Design of a New Phone System.* School phones are not adequate for 21st Century expectations about parent communication. The town as a whole has taken on the need to upgrade phone systems, and a plan was developed for installation during summer of 1999 and implementation during FY00. This includes telephones in every K-8 classroom.

5. *Worked with the Townwide Facilities Study Committee to Make Preliminary Decisions About Increasing School Capacity.* Both School Committee and school administrators involved the community in surveys and meetings to determine future scenarios for delivering quality education in Needham. A decision to maintain the K-5, middle school model for K-8 resulted in the School Committee's further decision to consolidate operating costs to five, 450 + student elementary schools and two, 650 + student middle schools. Continued work with architects/consultants Kaestle Boos and the Town focused on site analysis and elimination of unusable or undesirable sites for new construction. At the May 1999 Town Meeting, money was authorized for the design of an addition to the Broadmeadow School, as well as a feasibility study for building a new structure on the Eliot School site.

6. *Worked with the Town to Begin to Address Facilities Issues Cited by the NEASC Ten Year Accreditation Report for Needham High School.* Among the recommendations by the New England Association of Schools and Colleges, were many concerns regarding the High School facility. Most of these concerns have previously been identified and plans are ongoing to remediate these issues. The Capital Plan approved at the May Town Meeting included exterior painting, repair work for the gym roof and auditorium. Additional projects are slated for funding in the five-year capital project list.

Shorter term issues around cleanliness and window safety have begun to be addressed, but will need additional attention and monitoring in FY00 and addition to the capital project FY01 list.

FY00 FORECAST

The Needham Public Schools present the Town's biggest single expense, as well as its single most important asset. As we strive to maintain and grow this asset appropriately, the School Committee and School Department hope to work in partnership with the entire town. The School Department's VISION was designed to resonate with deeply held values in the Town. As we bridge past and future in the crossover to a new millennium, we need a sense of partnership and integrity to meet this Town's expectations for excellence. Here are the issues that will challenge the Town's readiness to back its expectations with appropriate resources for schools:

1. **Facilities are Inadequate and Overcrowded.** The inefficiencies of time and money, plus the frustration of having to resuscitate obsolete systems force the maintenance staff to work reactively, fighting fires. The absence of adequate space continues to compromise educational opportunities. The strength and positive momentum of our instructional program need to be supported by modern and flexible space to deliver 21st Century teaching and learning. The School Department and School Committee have done their job—studying various scenarios and sites, and making responsible recommendation that address student needs—not for an adequate education, but for an excellent one! The School Committee is prepared to work with the Selectmen to finalize a reasonable plan that can deliver much needed capacity by fall 2002.

Maintaining a clear and straight time line is important to the ripple effect of facilities changes, not only for the school but for the entire town. For example, the current location of Preschool programs at High Rock School needs to be relocated to an elementary school as part of the future scenarios. Such a relocation may work in concert with the Educational Technology Center's need for a 21st Century space that is pro-actively planned rather than retrofitted. All of these moves need to be carefully orchestrated with completion of new capacity at Broadmeadow and Eliot Schools. Capital project requests for FY01 may require planning money for a small renovation to accommodate the Preschool at Newman School.

2. **Technology is Transforming the Way We Do Business Across the Town.** The School Department has been both entrepreneurial and innovative in its use of technology resources for instructional purposes. The Town is now focusing additional effort and energy on administrative uses of technology in all Town offices and departments. The School Department seeks a partnership with the Town

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in developing an intelligent superstructure for managing the administrative technology so that each department is connected and supported in a collaborative and powerful use of technology tools in the service of town government. School Department needs for data analysis and data management are increasing, due to new requirements by the Department of Education for tracking students' performance across the state. Currently we lack resources to meet these requirements, and our system for accessing data from the Town are inadequate. This infrastructure need crosses town department lines, and must be addressed as a Townwide issue.

3. Statewide Legislation Will Affect Cherry Sheet Reimbursement for Education. The Education Reform Act of 1993 is completing its first cycle in FY00. Other legislation around special education changes is pending, and formulas for Medicaid and other mandated reimbursements are also under scrutiny. Technology money from the state, and entitlement money from the federal government will continue to create shifting sands for educational funding beyond our local property tax. The School Department and School Committee are working in partnership with our State Representative and the Selectmen, and locally with the Finance Committee, to readjust operating budgets in

response to additional earmarked educational dollars. The School Department has enhanced its entrepreneurial activities both in terms of grantsmanship and reimbursement opportunities. This effort has increased both our awareness and involvement in managing the shifting sands, which will continue.

4. New Teachers Challenge Us To Think Differently About the Support of Our Staff. New teachers bring energy, fresh skills and perspectives to the art of teaching. Needham Public Schools has been fortunate to attract highly qualified professionals, and it is in our interest to help them succeed and learn about the community in a supported context. We have instituted a mentor teacher program that tries to match each new teacher with an experienced teacher who is a trained mentor. As we approach the 21st century, and try to put our VISION's theory in full practice, we recognize the need to diversify out staff so students are introduced to different people and perspectives. Our definition of excellence includes the presentation of substantial content and concepts, a commentary of many voices and perspectives from a variety of backgrounds and experiences, and ultimately, the student's development of skills to discriminate fact from fiction, as well as bias and perspective. The administrative staff will continue to examine behavior in our schools and in our classrooms

that either encourage or discourage the full participation of different people and different perspectives. This work is a precursor to welcoming a more diverse staff. Additionally, the presence of many new teachers in our schools calls for creative human resource management. Making Needham an attractive career choice for these young professionals may involve an examination of benefits other than salary—such as an on-site employee day-care center. Such ideas will be explored as part of the ongoing facilities discussion, and in discussion with the Needham Teachers' Association.

5. Unit A (Teacher) Contract Negotiation Will Be a Major Task. The School Department's contract with the Needham Educators' Association expires on June 30, 2000. Throughout FY00 negotiating teams will be working toward agreement of a new 3-year contract.

Needham School Department faces both its challenges and opportunities with the help of dedicated, intelligent, and creative people servicing the educational needs of children and adults in this community. We appreciate the town's support and encouragement, as well as the hours of volunteer service that citizens devote to their public schools.

FUTURE SCHOOL NEEDS COMMITTEE

Purpose

The Future School Needs Committee is a town committee that projects future enrollment, monitors energy usage at each school, and serves in an advisory capacity to Town Meeting to issues affecting the Needham Public Schools.

FY99 HIGHLIGHTS

- Completed the 1999 enrollment projections using town census data, including projections under alternative assumptions.
- Participated in the Townwide Facilities Study summit meeting.
- Prepared enrollment projections by elementary school using census data for the first time.

FY00 FORECAST

- Complete the 2000 enrollment projections
- Continue to analyze enrollment projections by elementary school.

FUTURE SCHOOL NEEDS COMMITTEE ENROLLMENT PROJECTIONS

YEAR	1992/1993											
	BIRTHS*	342	394	345	409	377	344	374	374	374	374	374
SCHOOL YEAR	1998/1999	99/00	00/01	01/02	02/03	03/04	04/05	05/06	06/07	07/08	08/09	
GRADE PROJECTED ACTUAL												
K	365	315	338	362	354	377	344	374	374	374	374	374
1	374	379	328	351	376	368	392	358	389	389	389	389
2	352	347	384	332	355	381	372	397	362	394	394	394
3	395	390	349	386	334	357	383	374	399	364	396	396
4	382	388	390	349	386	334	357	383	374	399	364	396
5	328	338	383	385	345	381	330	353	378	370	394	360
6	366	340	340	386	388	347	384	332	355	381	373	397
7	333	330	334	334	379	381	341	377	326	349	375	367
8	319	322	331	335	335	380	382	342	378	327	350	376
9	276	287	321	330	334	334	379	381	341	377	326	349
10	325	309	288	322	331	335	335	380	382	342	378	327
11	294	288	302	281	314	323	327	327	371	373	334	369
12	284	270	290	304	283	316	326	330	330	374	376	337
TOTAL	4,393	4,303	4,378	4,457	4,514	4,614	4,652	4,708	4,759	4,813	4,823	4,831
K-5	2,196	2,157	2,172	2,165	2,150	2,198	2,178	2,239	2,276	2,290	2,311	2,309
6-8	1,018	992	1,005	1,055	1,102	1,108	1,107	1,051	1,059	1,057	1,098	1,140
9-12	1,179	1,154	1,201	1,237	1,262	1,308	1,367	1,418	1,424	1,466	1,414	1,382
	4,393	4,303	4,378	4,457	4,514	4,614	4,652	4,708	4,759	4,813	4,823	4,831

* REFLECTS JULY 1 TO JUNE 30 BIRTHS

POLICE DEPARTMENT



William G. Slowe, Police Chief

PURPOSE:

The police mission is the maintenance of social order within carefully prescribed ethical and constitutional restrictions. This mission contains the following elements:

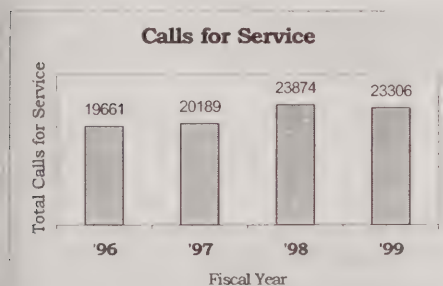
- Prevention of Criminality
- Repression of Crime
- Apprehension of Offenders
- Recovery of Property
- Regulation of Non-criminal conduct
- Performance of miscellaneous services

BUDGETARY DATA:

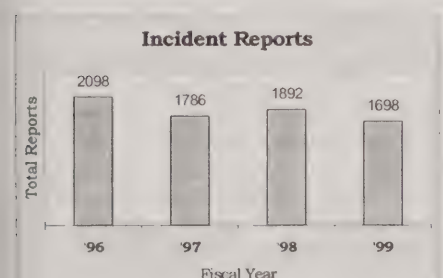
	FY 1999	
Salaries	\$3,386,201.00	Number of employees
Expenses	113,720.00	Full time 57
Capital items	132,672.00	(48 police; 9 civilians)
Purchase of services	44,792.00	Part time 14

FY'99 HIGHLIGHTS:

The total number of calls for service was approximately the same as last fiscal year. Combined police and fire dispatch operations continued for the second full year. Regular patrol operations were supplemented with bicycle and walk and talk patrol activities.



The number of incident reports decreased slightly as a result of an increased emphasis on more comprehensive computer aided dispatch reporting. In October, a change in the firearms licensing laws resulted in the adoption of new procedures by the department.



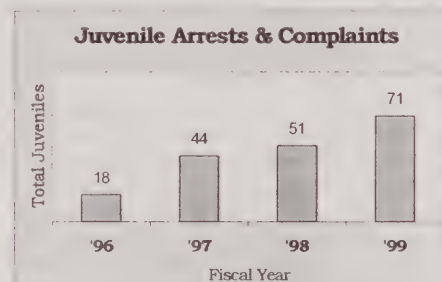
ARRESTS:

Adult arrests and complaints increased approximately 24%:



In September, detectives arrested a Norwood man who was responsible for numerous credit card larcenies at Boston area gyms. Recovered property included over \$15,000.00 worth of illegally obtained electronics equipment including computers, stereos, and televisions, which were seized with a search warrant of the man's apartment. Between November and January detectives participated in an F. B. I. bank robbery task force which led to the successful arrest of a violent gang that was responsible for approximately twenty five bank hold-ups in the Boston area. After a successful investigation in the fall, detectives were able to identify and arrest an individual from Lawrence who was part of a gang that specialized in late night A. T. M. burglaries. Detectives also participated in a regional task force that was able to arrest a notorious burglar from the north shore area. In the spring, detectives served several search warrants resulting in arrests for drug violations and the confiscation of drugs and drug paraphernalia.

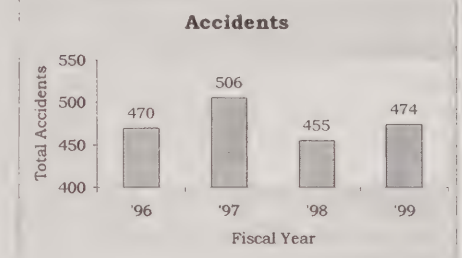
Juvenile arrests and complaints increased by almost 40%:



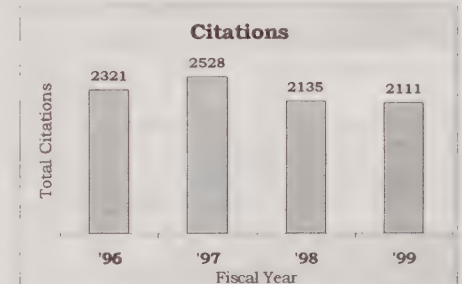
The police department continues to work with young people on delinquency issues. Educational programs geared toward substance abuse such as D.A.R.E., parent programs and high school seminars reach larger audiences, while smaller, less formal programs are offered for individuals or specific issues. We have also offered several positive and healthy alternatives to delinquency in the form of after school sport teams at the Pollard Middle School, ski trips, basketball tournaments for the entire community and programs at the High School. These initiatives were financially supported through state grants and funding from the police union. Further collabo-

ration between the police department, school department and district attorney's office produced an updated memorandum of understanding that helps these agencies to work together toward putting troubled youths back on track. This document was instrumental in developing monthly roundtable discussions held at the Needham High School and attended by representatives of all agencies. One result was the establishment of a zero tolerance policy on substance abuse for each organization to be guided by.

Traffic accidents increased by less than 5% as the department continued to work closely with the Highway department in identifying areas and intersections which could benefit from safety improvements.



The number of traffic citations issued was approximately the same as last fiscal year with a strong emphasis on traffic enforcement in areas where offenses are known to occur.



FY'00 FORECAST

- To continue to develop a trained and motivated team of disciplined personnel who are ready and able to meet the law enforcement needs of the community.
- To adopt and continue those programs and policies, which reflect a progressive law enforcement and community, oriented philosophy.
- To improve public safety dispatch operations.
- To implement procedures and policies necessary to comply with changes in state and federal law.
- To develop policies and practices which address the needs of the community and provide effective, efficient law enforcement service.
- To provide the community with the public safety services necessary to advance into the new millennium.

PUBLIC SAFETY

FIRE DEPARTMENT



Robert A. DiPoli, Fire Chief

MISSION STATEMENT

To provide the Town of Needham with an effective, well trained team of professionals to protect the lives and property of its residents through fire suppression, emergency medical services, emergency disaster preparedness, fire inspections, and fire prevention through education, in the most cost-effective manner possible.

BUDGETARY DATA

SALARIES	\$4,018,247.73
PURCHASE OF SERVICES	85,058.61
EXPENSES	121,694.36
CAPITAL	<u>48,684.60</u>
TOTAL	\$4,273,685.30

In FY99 the Fire Department employed 67 full-time employees.

FY'99 SUMMARY OF INCIDENTS

Fires	96
EMS	1,484
Service Calls	392
False Calls	484
Miscellaneous Calls	<u>414</u>
TOTAL	2,870

Miscellaneous calls include overpressure rupture, hazardous conditions, and good intent calls. In addition, fire inspectors responded to 1,038 calls for inspections of buildings and residences in the community.

COST OF FIRE AND EMERGENCY MEDICAL SERVICES

The cost of fire and emergency medical services provided by the Fire Department averaged \$146.46 per year, per person or \$.39 per day, per person in FY99.

FY'99 HIGHLIGHTS

- On July 25, 1998, Deputy Chief of Operations, Ernest A. Steeves retired after 28 years of service to the Fire Department and 33 years of service to the Town.
- Deputy Chief Charles J. Rizzo was appointed Deputy Chief of Operations.
- In September 1998, three individuals were promoted: James A. Benedict from Fire Captain to Deputy Fire Chief, Donald E. Anastasi from Fire Lieutenant to Fire Captain and Thomas A. Conroy from Firefighter to Fire Lieutenant.
- Firefighter/Mechanic Richard E. Grasso retired in October 1998.
- Firefighter Ronald Gavel was appointed the new mechanic.

- In January, Firefighter/Paramedic Mark Hurley was hired.
- A thermal imaging camera was donated to the department and put into service. It is a state-of-the-art piece of equipment that allows firefighters to see in smoke filled rooms or in complete darkness. It is extremely useful in search and rescue operations.
- A new Zodiac boat and motor were purchased to enhance our water rescue program. In addition, new water survival suits were purchased and put into service.
- Two new defibrillators were placed into service; one on Engine 3 and one on Engine 4.
- The Department was, once again, awarded a Student Awareness of Fire Education (S.A.F.E.) grant. Elementary school children in Grades K, 2 and 4 were educated in recognizing the dangers of fire, what to do in the event of fire, the dangers of smoking, and the hazards associated with smoking and smoking related materials.
- The Fire Prevention Bureau issued 1,013 permits and collected \$30,977. in revenue.
- Thirty-two underground tanks were removed under the provisions of M.G.L., Chapter 148 and 527 C.M.R. 9:00.
- The Fire Prevention Bureau continued to inspect for properly placed, working smoke detectors upon the sale or transfer of homes. This year 638 homes were inspected.
- One hundred sixty five (165) permits were issued for oil burner inspections. Also, seventeen (17) inspections were conducted for oil tank trucks safety inspections. Other inspections totalled one hundred sixty one (161) and included brush permits, welding, L.P.G. etc.
- The Fire Prevention Bureau inspects all homes and structures to be demolished. Oil tanks, above and underground, as well as oil burners and hazardous materials such as refrigerators, paint, asbestos, etc. must be removed. Twenty-three (23) homes were inspected and demolished.
- Inspections at all nursing homes and hospitals are conducted quarterly. This year twenty-eight (28) inspections were conducted.
- The Fire Prevention Bureau was provided with an updated list of the underground storage tanks in our community that are not in compliance. To date, two (2) gasoline service stations have been ordered to cease and desist from the delivery of any product into these underground storage tanks.
- Our participation in the Metro-Fire Haz-Mat Team continues with Firefighter/EMT Bryan G. Campbell as our team member. In addition, Firefighter Campbell serves as the Training Coordinator for the Haz-Mat Team.
- The Emergency Medical Services division responded to 1,484 calls, transported 1,063 times and collected \$217,595.22 in revenue.
- The department currently has three certified Paramedics and two EMT's are awaiting their Paramedic certification.
- Emergency medical data informational kits are available free of charge to residents.

- The Fire Alarm division collected \$62,400. in master box subscriptions and \$2,460. from fire alarm and sprinkler permits.
- Fire Alarm personnel made approximately 672 visits to businesses within town to check on fire protection systems which had a master fire alarm box installed. Approximately 162 trips were made to businesses without master fire alarm boxes.
- Training classes held at the station included: hazardous materials, firefighter safety, ice and water safety and an overview of the employee assistance program.
- Our department personnel continue to take advantage of training at both the state and local level.
- The radio system at the Emergency Operations Center at 60 Dedham Avenue was updated.
- The Emergency Management division continues to train their members in CPR and shelter management.
- Comfort care kits are available at the Emergency Operations Center and at the primary care shelter at the Pollard Middle School. These care kits are for residents who need to relocate due to severe weather conditions.
- For several months many departments in town including the Fire Department and the Emergency Management division participated in discussions regarding potential Y2K problems. These discussions culminated in a major practical exercise in June. Many departments/divisions participated in this exercisewhich was designed to simulate a major snow storm in January 2000. All departments will continue their efforts concerning preparations for potential Y2K problems.

FY'00 FORECAST

- The new Fire Department civilian dispatch will be implemented.
- A new engine will be delivered sometime in October.
- Specifications for a new ambulance will be developed and bids will be requested.
- Helmet goggles will be issued to all firefighters to provide them with better protection.
- All uniformed members will be issued a PAS (Personal Accountability System) ID tag. This system provides accountability for all individuals while at a fire or other emergency incident.
- Two firefighter/EMT's will begin their paramedic training in October.
- The Fire Alarm division will be busy transferring the equipment from the joint civilian dispatch center to the new fire department civilian dispatch center.
- The Massachusetts Firefighting Academy will be conducting training courses at fire headquarters on pump operation, aerial ladders and positive ventilation.

BUILDING DEPARTMENT



Armand LaVigne, Building Inspector; Ernest Hohengasser, Wiring Inspector; Andrew Brown, Plumbing Inspector

This department is responsible for reviewing applications and plans to construct, alter and demolish any building or structure, for compliance with applicable Zoning By-Laws, Massachusetts State Building Code, Massachusetts State Fuel, Gas and Plumbing Code, Massachusetts State Electrical Code, Town of Needham Sign By-Law and the enforcement of Massachusetts requirement for Sealer of Weights & Measures.

The Massachusetts State Building code also requires this department to inspect public buildings. There are 14 places of worship, 15 day care sites, several state group homes, 7 nursing home facilities, Deaconess-Glover Hospital, The Charles River Association for Retarded Citizens, 7 public schools, 4 private schools, 982 apartment units and 247 hotel units and approximately 45 other places of assembly that require inspections throughout the year to insure that these structures comply with the Building code for public safety, ingress and egress.

Responding to inquiries about what one is allowed to do at their property has been a major responsibility of the Inspector of Buildings. It is the Inspector who must determine that all permits for additions and uses of properties, both residential and non-residential, conform to the Town of Needham Zoning By-Laws.

The Building Inspector also advises those residents who are not in conformance with the Zoning By-Laws of that fact and sees that the necessary corrections are made.

Number of employees:

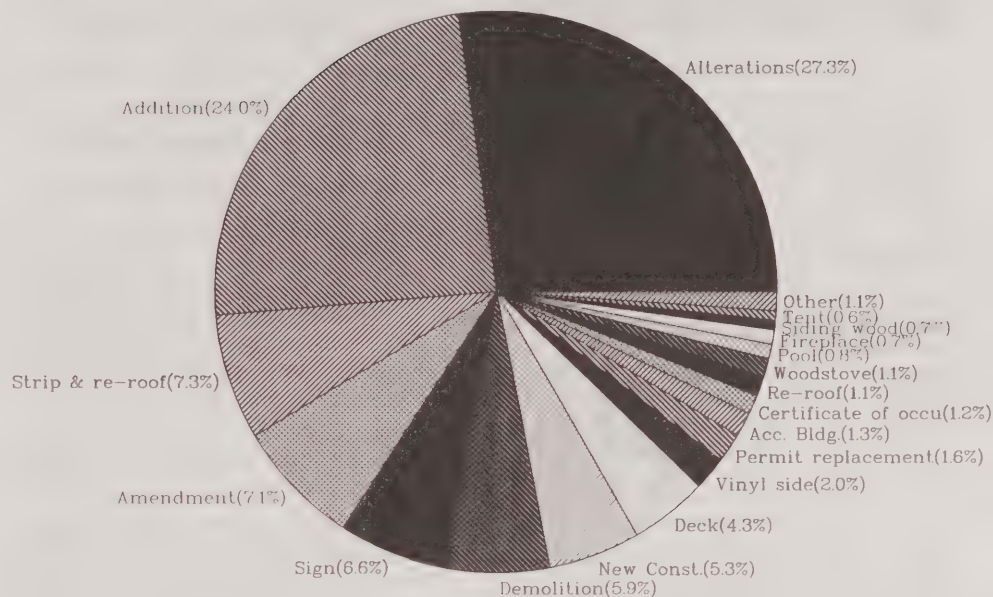
Full-time	4
Permanent part-time	3
Part-time	6

Budgetary Data

Salaries	\$231,561.00
Purchase of Service	\$1500.00
Expenses	\$5907.00
Total	\$238,968.00

This Department issued a total of 3089 Permits and collected \$506,129.65 this year in permit fees.

7*1*98 THRU 6*30*99
1076 PERMITS ISSUED



Number of permits issued/Fees collected

	1995	1996	1997	1998	1999
Building	885/\$327,479.06	842/\$322,322.	929/\$362,855.20	947/\$377,109.00	996/\$406,152
Plumbing	652/\$ 24,415.	796/\$24,900.	748/\$ 24,380.	811/\$26,175.00	696/\$22,712
Gas	287/\$6,785.	283/\$7,560.	281/\$ 6,610.	303/\$7,002.00	315/\$7,885
Wiring	859/\$55,581.25	926/\$59,418.75	985/\$ 51,758.03	1045/\$54,246.00	1002/\$56,595
Signs	79/\$3,270.	59/\$2,190.	99/\$3,380.	50/\$1,670.00	71/\$2,430
Swimming Pools	4/\$175.	14/\$550.	9/\$375	8/\$375.00	9/\$400
Weights & Measures	\$3,423.50	\$1,691.15	\$4,016.	\$3,409.85	\$3,934.65
Miscellaneous Fees	\$4,522.25	\$ 3,968.25	\$4,808.65	\$3,140	\$6,021
Totals	2766/\$425,651.06	2920/\$422,600.15	3051/\$458,182.88	3164/\$473,126.85	3,092/\$506,129.65

	1995	1996	1997	1998	1999
New Single Family Dwellings	35	42	56	46	58
New Two Family Dwellings	-	6	4	4	3
New Non-residential Buildings	3	4	6	2	5
Conversion to Two Family	-	-	-	1	2
Add/Alter Existing Residential Buildings	700	611	785	792	473
Add/Alter Existing Non-residential Buildings	113	133	136	108	401
Demolish or Relocate	34	46	41	35	54
Swimming Pools	4	14	9	8	9
Signs	79	59	99	50	71
Total	968	915	1,037	1,045	1,076

PUBLIC FACILITIES

PUBLIC WORKS DEPARTMENT



Richard P. Merson, Director of Public Works; John F. Cusick, Superintendent Park Division; Steven Hawes, Superintendent Garage Division, Not pictured, Mark Flynn, Superintendent Highway Division, Robert Lewis, Superintendent Water and Sewer Division; Anthony Del Gaizo, Town Engineer

PURPOSE:

Public Works includes, in its broadest sense, all endeavors related to the planning, designing, construction, operation, maintenance and management of the physical facilities necessary or desirable to community life. The Needham Public Works Department renders service to all citizens in the areas of highway maintenance and construction, water supply and distribution, sanitary and storm sewer construction and maintenance, solid waste disposal and recycling, traffic control, park maintenance and snow removal. The Department provides its own administration, engineering and equipment maintenance.

BUDGETARY DATA:

DPW GENERAL FUND DIVISIONS

Personal Services	\$1,909,553.
Purchase of Services	433,241.
Expenses	253,713.
Capital Expenses	5,862.
Snow & Ice	243,243.
Total	\$2,845,612.

Number of Employees

Full time - 85 Part time - 19

BUDGETARY DATA:

ENTERPRISE FUNDS

	WATER DIVISION	SEWER DIVISION	RTS DIVISION
Personal Services	\$ 556,841.	\$ 368,012.	\$ 362,647.
Purchase of Services	213,599.	100,086.	633,307.
Expenses	193,176.	50,143.	80,314.
Capital Expenses	19,522.	30,640.	0
Emergency Expenses	41,175.	27,420.	0
Debt Expenses	1,213,852.	1,361,052.	222,815.
MWRA Expenses	329,482.	4,088,380.	0
Total	\$2,567,647.	\$6,025,733.	\$1,299,083.

FY'99 HIGHLIGHTS:

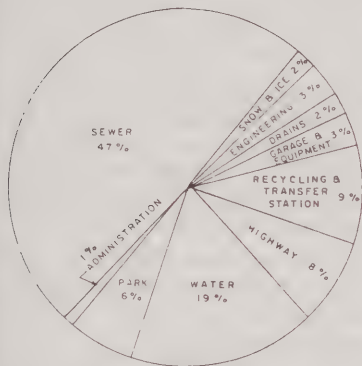
- The "Pay-Per-Throw" yellow trash bag program began June 1, 1998.
- Shipped 6,674 tons of rubbish to Wheelabrator Millbury (burn to energy plant).

- Recycled 42 percent out of the solid waste stream.
- Recycled 3,091 tons newspaper and mixed paper, including phone books and magazines; 749 tons of commingle, including glass, aluminum and tin cans, milk and juice cartons and #1-#3 plastic containers, and 354 tons of corrugated cardboard.
- Removed 415 tons of metal and 23 tons of tires from the waste stream.
- Goodwill received 170 tons of textiles.
- Composted 2,039 tons of yard waste.
- 11,320 Disposal Area user stickers were purchased.
- No construction & demolition material was buried in the landfill since its closure of 12/31/97 in compliance with Department of Environmental Protection (DEP) Consent Order.
- Completed the re-design and construction of yard waste drop-off area due to landfill closure construction.
- Resurfaced 2.5 lane miles of roadway - Lindburgh Ave, between Manning St. & Tower Ave. and Pickering St. extension, Cleveland Rd, Woodbine Cir., Fay Ln and Hazel Ln.
- Rehabilitated & paved 3.5 lane miles of roadway - Central Ave., between Hunnewell St. & Webster St.
- Constructed 10 American Disabilities Act (ADA) handicap ramps.
- Placed 228.5 tons of asphalt for road patch and 352 tons of asphalt for trench repairs.
- Placed 2,844 gallons of crackseal on 27 roadways.
- Loam and seed 4 miles of berm at over 200 locations.
- Responded to and completed 640 work order requests, including repair of berms, fences, potholes, driveway aprons, parking meters and sign replacement.
- Performed engineering services for the construction of 25 handicap ramps.
- Provided engineering services for painting of crosswalks and roadway markings.
- Provided engineering services for betterment of Henderson St.
- Performed engineering survey for intersection improvement in the Hillcrest Road and Highgate Street area.
- Acted as liaison between the Town and Mass. Highway Dept. during the reconstruction of State Highway Great Plain Ave., between Linden St. and the Wellesley Town-line.

- Coordinated and inspected reconstruction of Chestnut St. & Lincoln St. parking lots.
- Provided engineering services and coordination for the reconstruction of High School tennis courts.
- Provided various engineering services to all DPW and Town Departments.
- Updated all Town plans and maps & provided maps and plans for snow and emergency programs.
- Loam, seed and sod worn areas of Cricket and DeFazio soccer and lacrosse fields
- Re-grade, loam & seed Claxton varsity softball field..
- For fourth year, Needham recognized as one of the Tree City USA communities.
- High Rock Elementary & High School playing fields were reconstructed in the fourth year of the 5 year phase-in program whereby DPW assumes responsibility of public school grounds.
- Installed water bubblers, reviewing stands, irrigation system & new backstop at High Rock School.
- Installed irrigation systems at upper High School field and repaired fencing.
- Assisted community group with the revitalization of Riverside Park.
- Re-landscaped Memorial Park Veterans Monument.
- Parks Division responded to 168 work order requests, removed 92 trees and planted 56 trees.
- Responded to 131 water emergency calls (after hours), 1,350 scheduled appointments and 470 unscheduled appointments.
- Repaired 46 water pipe leaks, including 8 water main breaks and 38 water service leaks.
- Replaced 7 fire hydrant gate valves and repaired 48 hydrants.
- Replaced 110 water curb boxes, 85 street gate boxes, and replaced 260 ball valves inside homes for water meters. Replaced 430 stopped or old water meters.
- Install 211 second water meters (for outdoor watering).
- Marked out 1,332 water mains and house service locations for contractors and other departments.
- Began uni-directional flushing program on water mains.
- Water Pipe Testing Company surveyed entire Town for water leaks; approximately 140 miles of water mains.

- Responded to 89 sewer emergency calls (after hours), including 36 sewer pump station failures, 37 personal property damage and 16 storm drain and sewer main blockages.
- Completed construction of West Street sewer force main & gravity sewer line.
- Purchased and installed a new pump at the Great Plain Ave. Sewer Pumping Station.

HOW THE FUNDS WERE EXPENDED



TOTAL \$ 12,738,077

Administration Division	\$238,976.
Engineering Division	274,795.
Garage/Equipment Division	296,518.
Highway Division	901,642.
Park Division	727,581.
Drains	162,859.
Snow & Ice	243,243.
Sewer Enterprise	6,025,733.
Water Enterprise	2,567,647.
RTS Enterprise	1,299,083.

FY'00 FORECAST

- Continue re-design of Recycling and Transfer Station to increase safety and user friendliness, and meet State mandate to recycle 46% out of solid waste stream.
- Increase compost operation due to increase of material from residents.
- Continue the repair and preservation of Town roads, sidewalks, curbs & grass berms to improve road and sidewalk infrastructure.
- Develop and implement the maintenance and repair of traffic signs, traffic markings and parking meters.
- Repair and update traffic signal equipment.
- Reconstruct 30+ American Disabilities Act (ADA) mandated sidewalk handicap access ramps.
- Continue to improve the Snow & Ice Program to provide the best service to the Town through equipment upgrade, increase use of bio-degradable anti-icing chemical, and employee training.

- Provide engineering and inspection services for new water mains in Henderson St., Dedham Ave., & Broadmeadow Rd.
- Perform engineering services for the reconstruction of Parish Rd., Hillcrest Rd. & Highgate St. intersections.
- Provide engineering and inspection services for the betterment construction of Henderson St.
- Investigate installation of Light Emitting Diode (LED) traffic signals.
- Renovation of DeFazio #3 soccer field.
- Renovation of Mills and Small fields baseball diamonds.
- Refurbishing of Memorial Park Track.
- Assist in re-landscaping Town Hall.
- Finalize the construction and start-up of the Charles River Water Treatment Facility which will remove iron and manganese from the Town's water supply & improve corrosion control.
- Replacement of water mains on Broad Meadow Road, from Great Plain Ave. to Greendale Ave.; and Dedham Ave., from South St. to Great Plain Ave.
- Replacement of old hydrants and iron water pipe house services.
- Clean and line water main on Bird St., from Broad Meadow Rd. to Greendale Ave.

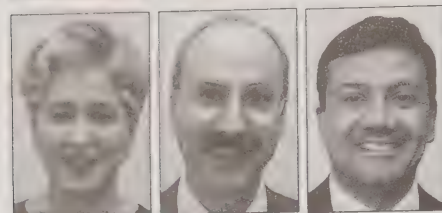
- Receive consultant's recommendation for a water meter replacement program and automated read and billing capabilities.
- Continue with water leak detection program and uni-directional water flushing program.
- Initiate modifications to St. Mary's Water Pumping Stations, including higher capacity pumps.
- Publish and mail Consumer Confidence Water Report to all Needham water customers.
- Finalize the construction and start-up of the West St. Sewer Pump Station to improve sewer pumping efficiency and safety.
- Purchase & install a second pump at the Great Plain Ave. Sewer Pump Station.
- Finalize engineering design and construct sewer main rehabilitation in the Newman School to Carol Road easement and Wayne Road to Frank Street easement.
- Continue to eliminate inflow & infiltration of the Town's sewer system.
- Finalize the Water and Sewer Master Plans to improve the water and sewer systems infrastructure in conjunction with implementation of the Geographical Information System (GIS) associated with the Storm Drain Master Plan



Crossing the Charles River...the line to South Natick had a short life: 1899-1903.

PUBLIC FACILITIES

MUNICIPAL BUILDING MAINTENANCE BOARD



Patricia Carey, Ann MacFate, Richard Merson,
Patricia Ruane, Carl Valente, Mark La Fleur, Director

PURPOSE

The Municipal Building Maintenance Board identifies, plans for, coordinates, and executes routine daily maintenance and custodial care of all Town buildings. In addition, it formulates long-range building-related capital needs, including cost estimates and feasibility assessments, for planning purposes.

Buildings cared for and maintained by the Municipal Building Maintenance Board include: Town Hall, Public Safety Building, Highland Avenue Fire Station, Public Library, DPW Main Building, Ridge Hill Reservation (3 buildings), Carleton Pavilion, Stephen Palmer (Council on Aging), Needham High School, Pollard Middle School, Newman Elementary School, Mitchell Elementary School, Hillside Elementary School, Broadmeadow Elementary School, Eliot Elementary School, High Rock School Building, Emery Grover School Administration Building, and the Daley Maintenance Building.

BUDGETARY DATA FY'99

Salaries	\$1,868,788
Purchase of Services	1,324,216
Expenses	298,153
Capital	79,712
TOTAL	\$3,570,869

Number of Employees

Full time - 50 Part time - 5

FY'99 HIGHLIGHTS

Made extensive front parking lot and rear playground/walkway pavement repairs at the Broadmeadow School.

Installed "hands free style" hand washing sinks in the kitchens at the Needham High School and the Mitchell and Broadmeadow Elementary Schools to comply with a Board of Health request.

Resurfaced two long walkways, totaling 800 linear feet, leading to/from the rear of the Eliot Elementary School.

Renovated the Hillside Elementary School boiler room. Both the #1 and the #2 steam cast iron sectional boilers were replaced as well as the #2 burner, the domestic water boiler and burner, the sump system, the boiler feed system, the oil pumps, all piping and breeching, and controls.

Rebuilt all of the classroom unit ventilators at the Hillside Elementary School.

Air balanced the entire heating and ventilating system, supply and exhaust, at the Hillside Elementary School.

Repaired 20 feet of front corridor window unit assemblies to resolve a long-standing water infiltration issue at the Pollard Middle School.

Replaced the carpeting and installed additional light fixtures in the Lecture Hall at the Pollard Middle School.

Painted all corridor lockers as well as the music suite, band room, choral room, the Fredie Center, five classrooms, two stairwells, and three lobbies at the Needham High School.

"Bird-proofed" the "A" wing attic at the Needham High School. The attic was thoroughly cleaned to remove all birds and bird droppings. Bird netting was installed on all sides of the cupola, as well as on the main entrance cornice work.

The 30 year old modular classrooms were dismantled and removed from the Pollard Middle School.

Air balanced all HVAC systems at the Pollard Middle School with the exception of several areas that could not be properly air balanced until mechanical modifications were made.

Made "ADA" renovations at the High Rock School building to accommodate the move of the pre-school to the building. Two student restrooms were extensively renovated. The main entrance doors were replaced. A concrete ramp with galvanized steel railings was installed outside the main entrance. Several pavement improvements were made.

Installed a four foot green mesh covered chain link fence around the pre-school playground at the High Rock School building.

Installed the old Newman Elementary School telephone system, which was removed during the 1998 renovation, into the High Rock School building.

Replaced a 12 foot section of the concrete main entrance steps at the Broadmeadow Elementary School.

Upgraded the fire alarm master panel at the Mitchell Elementary School.

Replastered and painted two stairwell ceilings in the Emery Grover School Administration Building.

Made slate roof and copper flashing repairs at the Town Hall.

Replaced several restroom faucets at the Public Library.

Removed a 1,000 gallon underground fuel oil storage tank at the Daley Maintenance and Warehouse building. The tank was replaced with two 500 gallon fuel oil tanks located inside the building.

Replaced an original, 1961, ten ton roof top air conditioning unit with a new 12 1/2 ton roof top air conditioning unit at the DPW building. One hundred feet of new supply and return ductwork, as well as a programmable thermostat, was installed as part of the project.

Disassembled, regasketed, and reassembled the #1 boiler in the 1969 boiler room at the Pollard Middle School to repair a substantial boiler section leak.

Excavated and removed the bituminous concrete walkway apron between the curb and the main entrance steps in front of the Broadmeadow Elementary School. The apron walkway was repaved with two courses of bituminous concrete.

Replaced domestic water heaters in the DPW repair garage and St. Mary's water pumping station.

Installed eight 400 watt metal halide light fixtures in the High School "A" gymnasium as a temporary measure to enhance the gymnasium's poor lighting until the "A" gymnasium renovation, scheduled for the summer of 2000, takes place.

Replaced the plastered ceiling in the girls' locker room at the Needham High School.

Abated asbestos-containing floor tile from room #912 at the Needham High School. Vinyl composition floor tile was installed.

Installed 25 replacement bulletin boards at the Pollard Middle School to replace bulletin boards that had been removed and disposed of for environmental reasons.

Recontoured one hundred feet of roof edge metal, membrane, and flashing to make water run back toward the roof drains rather than spill over into the courtyard in front of and adjacent to the main entrance of Pollard Middle School.

Installed approximately 50 feet of bituminous berm and two parking bollards on the east side of the front courtyard to prevent soil erosion and vehicle access from damaging the front courtyard at Pollard Middle School.

Replaced the auditorium fan room main fan shaft and bearings at the Newman Elementary School.

Replaced one leaking cast iron section on the #1 boiler at the Newman Elementary School.

Installed four utility pole mounted exterior light fixtures to illuminate the front parking area of the Eliot Elementary School.

Pruned, trimmed, cut back, or removed all trees surrounding the Eliot Elementary School, the school playground, and the school parking lot. All tree limbs overhanging the roof were

removed, as well as all tree limbs interwoven with power lines running in from Wellesley Avenue.

Added a chemical treatment system to the Public Library's heating system.

Replaced the roof on the St. Mary's water pumping station with a four-ply cold process twenty year warranty built-up roof.

Alleviated air quality and health concerns in certain second floor DPW building offices by applying "fire stop" compound to fill approximately 400 feet of one inch gap where the ceiling and wall meet in the DPW garages on the first floor beneath the second floor offices. All penetrations between floors such as heat pipes, roof drains, electrical conduits, and plumbing were "fire stop" caulked. Three roof top garage exhaust fans were serviced or repaired. The MBMB's certified industrial hygienist and the Town's Board of Health Director agreed to and approved the "fire stop" compound, the "fire stop" caulking, and the exhaust fan repairs before they were done.

Performed energy surveys of the Needham High School, Mitchell Elementary School, and Newman Elementary School to identify areas where electricity savings can be attained. The surveys were performed by H.E.C., Inc. of Natick under the direction of our electricity supplier, Select Energy, Inc., a subsidiary of Northeast Utilities of Connecticut.

Constructed and installed approximately 50 feet of wood frame glass shelf and door display cabinets/cases in the Pollard Middle School Media Center to replace the display cabinets/cases that were demolished last year after being determined to be constructed of wood products that cause and contribute to indoor air quality problems.

Received a 50% reimbursement grant (\$2,187.00) from the Commonwealth of Massachusetts Department of Public Safety for the Council on Aging oil tank removal which took place in the fall of 1997.

Performed the federally mandated A.H.E.R.A. (Asbestos Hazard Emergency Response Act) three-year asbestos reinspection survey in all school buildings. The survey was performed by Universal Engineering, Inc.

Fabricated and installed enclosures for the upper level (old auditorium) windows at the Town Hall. These enclosures or covers, which are installed on the interior side of the windows, prevent bits of ceiling insulation from migrating into the second floor offices via the gap that had existed between the second floor ceiling and the upper level windows.

Replaced the sub-floor and ceramic floor tile as well as the light fixture in the women's restroom adjacent to the main function building assembly hall at the Ridge Hill Reservation.

Repaired and made a minor upgrade to the fire alarm system at the Ridge Hill Reservation main function building.

Replaced over 800 discolored Plexiglas window panes with glass window panes at the Mitchell Elementary School in anticipation of the summer 1999 exterior painting project.

Renovated a small 2nd floor office at the Emery Grover School Administration Building. The project included cleaning, painting, electrical upgrade, telephone and computer wiring, plumbing for radiator removal and reinstallation, and the installation of carpeting.

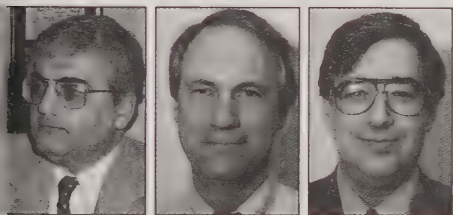
Replaced the balance system on twenty-seven double hung windows at the Needham High School. The original "block and tackle" style sash lifter balances were replaced with dual spring sash lifter balances.

Drafted and distributed a system-wide MBMB Custodial Training and Procedures Manual.

FY'00 FORECAST

The Municipal Building Maintenance Board anticipates the implementation of the recently drafted MBMB Custodial Training and Procedures Manual by means of direct and personal training or retraining of all MBMB custodial personnel in accordance with the duties, procedures, and work methods identified in the manual.

PERMANENT PUBLIC BUILDING COMMITTEE



John Connelly, Chairman.
Cynthia Chaston, George Kent,
Gary Petrini, Edward Quinlan,
Steven Rosenstock, Steven
Stewart, Manager, Not Pictured,
Rob Wear

ation to buildings owned by the Town or on Town property. The PPBC is responsible for working with the individual user agencies as the need for a project, and/or a feasibility study, becomes established.

BUDGETARY DATA

Number of Employees; Full time - 1;
Part time - 1

Salaries	\$66,963
Purchase of Services	\$1,500
Expenses	\$800
Capital	\$0
Total	\$69,263

FY'99 HIGHLIGHTS

The following is a summary of completed or ongoing projects the PPBC has supervised during the 1999 fiscal year (July 1998 to June 1999).

Name	Project Status
DPW Roof Replacement	Complete 11/98
Authorization	Budget Status
\$275,000	\$1,900 under
Contractor	Project Mgr.
KPR Roofing	Case/LEA

This project included the total replacement of all roof systems at the DPW building as well as new flashing, roof drains, gutters and fascias.

Name	Project Status
Newman School Renovations	Phase I Complete 12/97
Authorization	Budget Status
\$5,812,413 (all phases)	
Contractor	Project Mgr.
Arcon	Gilbane

Name	Project Status
Newman School Renovations	Phase II Complete 9/98
Authorization	Budget Status

Contractor	Project Mgr.
Maron	Gilbane

Name	Project Status
Newman School Renovations	Phase IIa (complete 9/99)
Authorization	Budget Status
	\$128,000 under

Contractor	Project Mgr.
Maron	PPBC

PURPOSE

The Permanent Public Building Committee "PPBC" members are responsible for the construction, reconstruction, enlargement or alter-

PUBLIC FACILITIES

The Newman School Renovation Project was split into two phases in order to allow the major work to occur when students were not present. Phase I consisted primarily of renovations to make the Newman School compliant with the ADA and MAAB, including the construction of elevators. Phase II consisted primarily of exterior window replacement, technology wiring, relocation of science center and renovations of administration area, music room, several classrooms, gym, and basketball courts outside. Phase IIa work encompassed those items required by the School Building Assistance Board, the recarpeting of several rooms and some items from the original work scope that were added back to the project.

<i>Name</i>	<i>Project Status</i>
Mitchell School Boiler Rm. Renov.	Complete 9/99
<i>Authorization</i>	<i>Budget Status</i>
\$365,000	~\$15,000 under
<i>Contractor</i>	<i>Project Mgr.</i>
J.A. Marino	PPBC

This project entailed the replacement of a boiler, the installation of a water heater and associated piping and controls in the boiler room of the Mitchell School, and associated steam traps and valves throughout the school. This renovation work was significant in resolving heating problems in the school.

<i>Name</i>	<i>Project Status</i>
High School Gym Roof Replacement	Complete 8/99
<i>Authorization</i>	<i>Budget Status</i>
\$210,000	~\$35,000 under
<i>Contractor</i>	<i>Project Mgr.</i>
Belcour	Gale Assoc.

This project entailed the replacement of the roof over the High School gym.

<i>Name</i>	<i>Project Status</i>
Pollard HVAC Modification	Complete 9/99
<i>Authorization</i>	<i>Budget Status</i>
\$360,000	\$75,000 under
<i>Contractor</i>	<i>Project Mgr.</i>
Preferred Contractors	Kimball

This project was designed to address all ventilation deficiencies noted during last summer's air balancing work. Accordingly, this included the replacement of some existing, and installation of some new, exhaust fans, the installation of air conditioning in a computer room, the installation of new gym air handling equipment, automatic controls for fan operations and the air balancing of all areas previously found to be deficient.

<i>Name</i>	<i>Project Status</i>
Water Treatment Facility	Complete 8/99
<i>Authorization</i>	<i>Budget Status</i>
\$6,635,000	under
<i>Contractor</i>	<i>Project Mgr.</i>
Harding & Smith	CDM

This project involved the engineering, design and construction of a water treatment facility off Charles

River Street on the Needham/Dover/Wellesley border. This facility now filters all the drinking water for the Town that comes from the 3 wells in this area.

<i>Name</i>	<i>Project Status</i>
West Street Pump Station	Complete 9/99
<i>Authorization</i>	<i>Budget Status</i>
\$2,600,000	under
<i>Contractor</i>	<i>Project Mgr.</i>
Waterline	PPBC 6/98-1/99 CDM 2-9/99

This project involved the engineering, design and construction of a new wastewater pump station on West Street. This station receives waster water flow from the northwest area of Town, and sends it up the force main (through the wet land area between West and Rosemary Streets) to Highland Avenue where it ties into the main system leaving Town.

FY'00 FORECAST

The following is a summary of ongoing projects the PPBC is currently supervising. These projects are all expected to be completed within the 2000 fiscal year (July 1999 to June 2000).

<i>Name</i>	<i>Project Status</i>
High School Gym Renovation	Design due by 3/1/00
<i>Authorization</i>	<i>Budget Status</i>
\$25,000	under
<i>Contractor</i>	<i>Project Mgr.</i>
None yet	PPBC

This project involves general upgrades to the High School Gym.

<i>Name</i>	<i>Project Status</i>
High School Audit. Renovation	Design due by 3/1/00
<i>Authorization</i>	<i>Budget Status</i>
\$25,000	under
<i>Contractor</i>	<i>Project Mgr.</i>
None yet	PPBC

This project involves general upgrades to the High School Auditorium.

<i>Name</i>	<i>Project Status</i>
High School HVAC Assessment	Assessment due by 11/1/99
<i>Authorization</i>	<i>Budget Status</i>
\$25,000	under
<i>Contractor</i>	<i>Project Mgr.</i>
None yet	PPBC

This project involves the evaluation of all mechanical equipment affecting heating, ventilating and air conditioning systems at the High School with recommendations for upgrading systems.

<i>Name</i>	<i>Project Status</i>
Eliot Site Feasibility Study	Study due by 11/1/00
<i>Authorization</i>	<i>Budget Status</i>
\$40,000	under
<i>Contractor</i>	<i>Project Mgr.</i>
None yet	PPBC

This project involves the assessment of geotechnical, site access and traffic flow patterns to evaluate the feasibility of building a new school on the present site.

<i>Name</i>	<i>Project Status</i>
Broadmeadow Design	Design develop. due by 3/1/00
<i>Authorization</i>	<i>Budget Status</i>
\$400,000	under
<i>Contractor</i>	<i>Project Mgr.</i>
None yet	PPBC

This project involves the evaluation of existing conditions and then the work of schematic and formal design development for school renovation and expansion.

It has been another challenging year for the PPBC. Successes in bringing projects in on time and within budget have been achieved through the hard work of all PPBC members and the cooperation by the user agencies.

BOARD OF HEALTH



Edward Cosgrove, Alan K. Stern,
A. Raymond Taurasi, Fredric
Cantor, Director,

Elected by the citizens of Needham, the Board of Health is empowered by the Massachusetts General Laws to enforce state and local public health and environmental regulations. The mission of the Board of Health is to preserve, protect and improve the public health and social well-being of the citizens of Needham by promoting health and preventing disease and environmental pollution.

BUDGETARY DATA

Salary	\$222,115
Expenses	7,685
Total	\$229,800

	Number of Employees	Grant-Funded Employees	TOTAL
Full-time	4	1	5
Part-time	3	2	5

MENTAL HEALTH / MENTAL RETARDATION/ EMERGENCY SHELTER

Mental Health Agencies	\$20,661
Charles River Industries	4,580
Total	\$25,241

RECEIPTS

Clinics	\$ 5,221
Miscellaneous	\$ 149
Permits	\$37,554
Traveling Meals	\$38,346
TOTAL RECEIPTS	\$81,270

HEALTH CARE AND HUMAN SERVICES

PUBLIC HEALTH NURSING:

The Public Health Nurses represent the Board of Health on 11 local committees/coalitions that include co-chairing the Domestic Violence Action Committee, the Community Wellness Collaborative, and the Early Childhood Council. The Public Health Nurse was recognized for her years of service to the Needham community and was presented a Public Health Service Award from the Massachusetts Association of Health Boards at State House ceremonies in March.

The Public Health Nurses continue with disease investigation and surveillance within the

community, offer advocacy, consultation, counseling, outreach/case finding, health promotion, screening and immunizations. Health Education /Provider Education is a major focus of the nurses with 16 newspaper articles and 10 presentations made to the community.

The Public Health Nurses license and conduct health and safety evaluations of the nursery schools, day care program, after-school programs, summer camps and tanning parlors within the community. They coordinate human service programs such as the Federal fuel Assistance program, the Good Neighbor Programs, the Salvation Army Local Unit and coordinate assistance with other local agencies and churches. The Public Health Nurses also administer the food stamp program for the elderly and the disabled in the community.

The following communicable disease statistics represent those reported during the last three years, along with some of the screening programs and activities that the nurses performed during the year:

Communicable Disease

	FY97	FY98	FY99
Campylobacter	9	12	5
Chicken Pox	41	27	3
E-Coli	0	0	1
Giardiasis	4	5	6
Group A Strep	1	0	1
Hepatitis A	-	1	0
Hepatitis B	2	3	1
Hepatitis C	0	1	1
Legionellosis	1	0	1
Listeria	0	0	1
Lyme Disease	2	2	3
Meningitis	0	0	1
		(viral)	
Pertussis	6	2	10
Rabies (animals)	3	1	2
Salmonellosis	8	9	6
Shigellosis	1	4	3
Tuberculosis	0	1	1
		(Pulmonary)	

Animal Bites

Cats	7	5	11
Dogs	14	20	9
Other	1	2	2

Screening Programs:

Colo-Rectal Cancer	60	64	65
Employee Office			
Visits	509	490	387
Glaucoma	30	52	36
Hearing	423	150	159
Mantoux Testing	210	291	291
Pb(lead) Blood Test	4	10	7
Pediculosis Screening	508	98	72
Police			38
Skin Cancer			
Screening	55	61	71
Vision	338	150	159
Wellness Office			
Visits	1818	1787	1609
Health Telephone			
Consults	1752	1957	1579
Wellness Clinic			
—Visits	243	232	214

Immunizations:

Hepatitis B	270	264	157
Influenza (doses administered and distributed)	2700	3000	3400
Other Immunizations administered	49	62	76
Local Area Vaccine Distribution	18,159	20,083	20,278

Licensed Facilities:

Day Camps	6	6	6
Inspections	14	15	24
After School			
Day-Care	5	8	9
Day Care Facilities	16	14	14
Total Enrollment-Inspections	1089	1306	1345
Inspections	110	113	91
Tanning Parlors	4	5	3
Inspections	8	11	11

Assistance and Human Service Programs:

Coordinate Local Assistance (families)	125	128	143
Federal Energy Assistance (families)	143	98	87
Health Guidance Home Visits	63	52	83
Salvation Army/Good Neighbor (families)	24	31	25

MENTAL HEALTH AND SUBSTANCE ABUSE:

The Town of Needham supports funding to Riverside Community Care for both children and adults as a payor of last resort for mental health and related services. Many of Riverside's services are delivered within the Town of Needham. The range of services provided in FY99 include:

- The Needham Outpatient Center provided individual, group, and/or family counseling and medication services to 157 Needham residents last year for problems such as depression, domestic violence, child abuse, substance abuse, and other issues.
- New Multi serves teens and their families who are facing crises with alcohol and drug abuse, escalating family conflict, eating disorders or serious emotional problems. New Multi intensively served six Needham adolescents last year who were at risk of hospitalization or residential placement.
- The Life Skills Center provided intensive day services to seven Needham adolescents last year temporarily unable to function in a school setting due to severe emotional problems.
- The Riverside Emergency Service continues to provide 24 hour, seven day a week mobile support to Needham residents with mental health or substance abuse emergencies.

HUMAN SERVICES

- The L.A.D.D.E.R.S. neurology clinic (a joint effort of Riverside and Mass. General Hospital) served 25 Needham children last year. The clinic provides evaluations and treatment to children with a wide range of neurological issues.
- The Riverside Early Intervention Program provided service to 55 developmentally at-risk Needham children, age birth to three years.
- The Riverside Family Partnership offers short-term therapeutic treatment options for youth residing at home, in residential programs, and in hospitals. Last year, four Needham families received services through the Family Partnership.

MENTAL RETARDATION / DEVELOPMENTAL DISABILITIES:

The Charles River Association for Retarded Citizens, Inc. provides the following services for people with retardation and/or developmental disabilities and their families in the Town of Needham and many surrounding towns:

- Individual and Family Support
- Recreational
- Vocational—Charles Rivers Industries (CRI)
- Residential—Community Living Program (CLP)
- Advocacy

The following services are provided by Charles River Industries:

- Competitive Job Placement / Supported Work / Day Activity/Day Habilitation
- Senior Choice Program—a work/recreational program for seniors
- Lawn Busters—a Lawn Care service
- Clean Sweep—a moving in/out House Cleaning service

For a complete Annual Report contact:

Charles River ARC, P.O.Box 169, Needham, MA 02492 (781) 444-4347

PUBLIC HEALTH NUTRITION:

Weight management, behavior modification classes and nutrition counseling at the Board of Health has been discontinued due to reduction of the public health Nutritionist's hours.

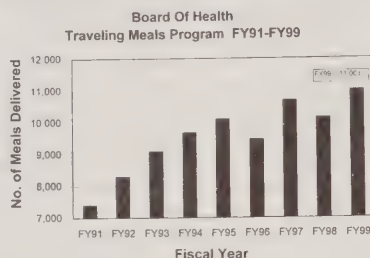
The Public Health Nutritionist is responsible for coordinating the Traveling Meals program; providing in-home health counseling for all participants. Eighty volunteers packed and delivered over 11,000 meals during this 28th year of service, an increase of 1,000 meals since the last fiscal year.

The Deaconess-Glover Hospital prepares meal that are nutritionally balanced and enjoyed by the participants.

TRAVELING MEALS PROGRAM

	FY97	FY98	FY99
Home Visits/ Health Counseling	128	136	190
Total Meals			
Packed/Delivered	10,686	10,135	11,003
Weekend Meals			
Delivered	410	425	405
New Participants			
Joining Program	97	98	136
Emergency Calls			
to Families when			
participant did			
not respond to			
meal delivery	90	95	112
Police assistance			
calls initiated by			
volunteer drivers			
& Program			
Coordinator	14	15	17
Total Volunteers			
Hours	2,990	3,002	3,098
Daily Cost of			
2-meal package	\$3.67	\$3.67	\$3.67

Traveling Meals Program (1972-1999)



AIDS COMMITTEE

The Town Wide HIV/AIDS committee, formed in 1993, consists of 14 voting members and other volunteers, and represents many town boards and community groups. The mission of the Town wide HIV/AIDS Committee is to educate the community about HIV/AIDS.

Activities have included:

- World AIDS Day Candle Lighting Ceremony;
- Organizing a Team for the AIDS Pledge Walk;
- Hosting the Names Quilt;
- Volunteer commitment to the Boston Living Center;
- Dissemination of educational information and displays;
- Speakers, panels, Adult Education seminars;
- Liaison to Town boards.

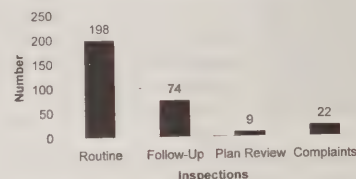
The AIDS Committee welcomes new members and volunteers. Call the Board of Health at 455-7523 for information.

ENVIRONMENTAL HEALTH

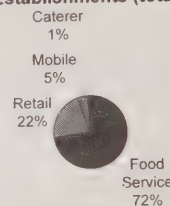
Environmental health activities are determined by public demand, legal mandate, com-

plaints, licensure, permit requirements, inquiries, and regulatory enforcement of Board of Health, State Sanitary Code, Department of Environmental Protection, Right-to-Know, and other State and federal regulations. Below is a listing of environmental health permits and field inspections and performed by the Board of Health environmental health agent in FY99:

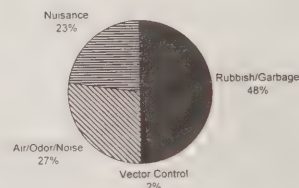
Board of Health - FY 99
Food Service Inspections (total = 303)



Board of Health - FY 99
Food Establishments (total = 111)



Board of Health FY 99
Nuisance Complaints (total = 48)



FY98 list does not include consults and only includes inspections and permits issued from October 20, 1998 to June 30, 1999:

	FY98	FY99
Carbonated beverage inspections	1	1
Food services-initial and follow-up inspections, and plan review	180	303
Chapter II housing inspections	3	9
General nuisance inspections	59	48
Rabies Clinics-	3	3
Demolition Release notifications	38	49
Title V system inspections	20	28
Title V System installed	7	5
Subdivision field inspections	5	4
Swimming pool inspections	12	31
Licenses & Permit:	FY97	FY98 FY99
Animal Permits	8	5 4
Bottling Plant Licenses	1	1 1
Burial Permits	394	428 367
Funeral Directors		
Licenses	4	4 3
Food Establishment		
Licenses	109	101 107
Food Establishment		
Licenses-Temporary	8	6 4

SITUATION

About 10 miles southwest of Boston
Geodetic position of Town Hall:
Latitude 42° 16' 51.567" North
Longitude 71° 14' 13.048 West

COUNTY: NORFOLK

POPULATION

29,789 (1999 Annual Town Census)

AREA

Approximately 12.75 square miles

ELEVATION

85 Feet above sea level at Rosemary Meadows.
180 feet at Needham Square, 300 feet at Birds Hill.

ASSESSED VALUATION

Residential	3,156,367,492
Commercial, Industrial, Personal	620,646,208

TAX RATE

For the period from 7/ 1/ 99 - 6 /30/2000
(per \$1,000 of value)

\$11.76 - Residential

\$18.88 - Commercial / Industrial / Personal

TAX BILLS

Tax bills are issued quarterly. Payments are due on August 1, November 1, February 1, and May 1. If unpaid by due date, interest will be added according to law from the date due to the date payment is made. Motor Vehicle Excise is due thirty days from date of issuance. Water Bills are issued quarterly and are due thirty days from date of issuance.

TOWN HALL

Built in 1902

TOWN MEETING

Representative Town Meeting;
Meets First Monday in May

TOWN CLERK

- Notary Republic
- Justice of the Peace
- Passport Applications

Monday - Friday - 8:30 AM - 5:00 PM

Office open evenings - 2nd & 4th Tuesdays except
July and August - 3rd Tuesday 7:30PM -9:00 PM

ABSENTEE VOTING - All elections

Town Election: Second Monday in April

QUALIFICATIONS FOR REGISTRATION AS VOTERS

Must be 18 years of age and a United States Citizen. Registration at Town Clerk's Office, Monday through Friday, 8:30 AM - 5:00PM and second and fourth Tuesday evenings 7:30 - 9:00PM. Special evening registrations of Registrars held preceding elections.

DOG LICENSES

All Dogs must be licensed annually by April 30th
A dog should be licensed when 6 months old.

Proof of rabies vaccination is required

Fee:	Neutered Dogs:	\$10.00
	Un-neutered Dogs	\$15.00

RABIES IMMUNIZATIONS

All dogs and cats must be vaccinated for rabies.

SENATORS IN CONGRESS

Edward Kennedy:	Phone:	(617) 565-3170
	Fax:	(617) 565-3183

John Kerry:	Phone:	(617) 565-8519
	Fax:	(617) 248-3870

REPRESENTATIVE IN CONGRESS

John J. Moakley:	Phone:	(617) 565-2920
	Fax:	(617) 428-2011

Ninth Congressional District

STATE SENATOR

Cheryl Jacques:	Phone:	(617) 722-1555
	Fax:	(617) 722-1054

REPRESENTATIVE IN GENERAL COURT

Lida E. Harkins:	Phone:	(617) 722-2263
	Fax:	(617) 722-2750

EMERGENCY 911

POLICE **911**
FIRE / AMBULANCE **911**
Abused Women Hotline 671-471-1234
Poison Center Hotline 617-232-2120
Suicide Prevention Hotline 617-247-0220
Child Abuse Hotline 781-843-7010
Rape Hotline 781-326-1111

POLICE TTY **444-5434**
HOSPITAL **433-3000**
Gas Leak 1-800-572-9337
Power Outages 1-800-592-2000
Sewer Line Backups Consult Yellow Pages
Street Light Outages 1-800-785-4837
Tree Limbs on Wires 617-262-4700

TOWN OFFICES

FIRE DEPARTMENT

88 Chestnut Street

Emergency: 911

Phone: 455-7580

Fax: 444-2174

Hours: 24 hours a day

POLICE DEPARTMENT

99 School Street

Emergency: 911

Phone: 455-7570

TDD 444-5434

Fax: 444-3460

Hours: 24 hours a day

PUBLIC LIBRARY

1139 Highland Avenue

Phone: 455-7559

Fax: 455-7591

Hours: M-Th: 10 am - 9pm

Fri: 10 am - 5:30pm

SAT: 9am - 5pm

SUN: 1-5pm (Sept-May)

PUBLIC WORKS

470 Dedham Avenue

Phone: 455-7534

Fax: 449-9023

Hours: Mon-Fri 8:30 am -5:00 pm

SENIOR CENTER

83 Pickering Street

Phone: 455-7555

Fax: 455-7599

Hours: Mon-Fri 9am -4pm

Sunday: 11:30 - 3:30

TOWN HALL

1471 Highland Avenue

Phone: 455-7500

Fax: 449-4569

TDD: 455-7558

Hours: Mon-Fri 8:30 am-5 pm

Town Clerk - Evening Hours

2nd and 4th Tues: 7:30 - 9pm

SCHOOL ADMINISTRATION

1330 Highland Avenue

Phone: 455-0400

Fax: 455-0417

TTY: 455-0424

Hours: Mon-Fri 7:45am-4:00pm

Needham High School

609 Webster Street

Pollard Middle School

200 Harris Avenue

Broadmeadow School

120 Broadmeadow Road

Eliot School

135 Wellesley Avenue

High Rock School

77 Ferndale Road

Hillside School

28 Glen Gary Road

Mitchell School

187 Brookline Street

Newman School

1155 Central Avenue

BOARD/COMMITTEE MEETINGS

Board of Assessors	Mondays	7:00 PM	Town Hall
Board of Health	3 rd Friday	7:00 AM	Town Hall
Board of Selectmen	2 nd and 4 th Tuesdays	6:45 PM	Town Hall
Conservation Commission	2 nd and 4 th Thursdays	7:30 PM	DPW Conference Room
Council on Aging	1 st Thursday	7:30 PM	Senior Center
Library Trustees	2 nd Tuesday	7:30 PM	Library
Memorial Park Trustees	4 th Tuesday	7:30 PM	Memorial Park Building
Park and Recreation	2 nd and 4 th Wednesdays	7:00 PM	Town Hall
Planning Board	1 st and 3 rd Tuesdays	7:30 PM	Town Hall
School Committee	1 st and 3 rd Tuesdays	7:00 PM	Newman School
Youth Commission	2 nd Wednesday	5:30 PM	Town Hall

SCHOOL CLOSINGS: When weather conditions cause schools to be closed or to delay their openings, **PLEASE DO NOT CALL THE SCHOOL DEPARTMENT, POLICE DEPARTMENT, OR FIRE DEPARTMENT.** Announcements are made on Cable Channel 3, local television stations, and local radio stations.

ASSESSORS	455-7507	Wiring Permits	Dial-Up Access
<i>Town Hall, Main Floor</i>		Woodstove Permits	Exhibits
Exemption Applications		Zoning By-law Enforcement/Questions	Friends of Needham Public Library
Motor Vehicle Excise Questions			Friends' Book Sales
Property Assessments			Genealogy and Local History
Tax Rate Information			Guest Lecturers
BOARD OF HEALTH	455-7523	COMMISSION ON	Handicapped Accessible
<i>Town Hall, Second Floor</i>		DISABILITIES	Information and Reference Services
Communicable Disease		American with Disabilities	Inter-Library Loan
Info/Surveillance		Act Coordinator	Internet Connection
Day care Center Inspections		CONSERVATION COMM.	Language Tapes
Licenses and Health Evaluations		455-7589	Large Print Books
Domestic Animal Permit		<i>470 Dedham Avenue</i>	Magazines and Newspapers
Domestic Violence Issues		Wetlands Information	Minuteman Library Network Member
Environmental Health Concerns		COUNCIL ON AGING	On-Line Catalog Instruction
Food Establishment		455-7555	Photocopy Machine
Permits/Complaints		<i>83 Pickering Street / Senior Center</i>	Puzzles
Food Sanitation Training Programs		Friends of Needham Elderly	Story Hours/Children's Programs
Food Stamps: for the		Newsletter: Senior COMPASS	Tax Forms
Elderly + Disabled		Senior Crisis Intervention	Town Archives
Fuel Assistance Program		Senior Health Benefits (SHINE)	Videocassettes
Health Screening: Blood Pressure, TB,		Senior Information/Referral	World Wide Web Classes
Lead, Glaucoma, Skin /		Senior Lunch Program	
Colo-rectal Cancer		Senior Transportation: The RIDE	
Home Visits: Health Counseling by		Saturday DIAL-A-RIDE Service	
Nurse / Nutritionist		Social Security Information/Referral	
Housing: Requirements for Safe and		Sunday Program	
Sanitary Housing		Programs & Activities Mon - Friday;	
Immunizations + Influenza Clinics		Volunteer Opportunities	
Lead Paint Determinations		EMERGENCY MANAGEMENT	
Maternal and Child Health Services		SERVICES	
Mental Health Services/Referrals		455-7565	
Mental Retardation Services		Emergency Shelter: Pollard School	
Nuisance and Sanitation Complaints		EMERGENCY MEDICAL	
Rabies Vaccination Clinics: dogs / cats		SERVICES	
Subsurface Sewage Disposal: Permits		911	
and Information on Location		FIRE DEPARTMENT	
Tobacco Control Program		911	
Traveling Meals Program		<i>88 Chestnut Street</i>	
Vaccine Depot		Emergency Medical Services 911	
BOARD OF APPEALS	455-7500	Non Emergency 444-0142 or 455-7580	
General Information		Burning Permits (1/15 - 5/1)	
BUILDING DEPARTMENT	455-7542	Fire Prevention	
<i>170 Dedham Avenue</i>		Fire Inspection - Smoke Detectors	
Building Permits		Sprinkler Installation	
Building Information		Underground Fuel Tank Permits	
Demolition Permits		HOUSING AUTHORITY	
Gas Permits		444-3011	
Occupancy Permits for Business		<i>28 Captain Robert Cook Drive</i>	
Plumbing Permits		HUMAN RIGHTS	
Relocating Structure Permits		COMMITTEE	
Roofing Permit		455-7500	
Sealer of Weights and Measures		General Information	
Sign Permits		LIBRARY	
State Inspections		455-7559	
Swimming Pool Permits		<i>1139 Highland Avenue</i>	
Tent Permits		Assistive Equipment for Physically	
Vinyl Siding Permits		Challenged People	
Second Water Meters		Books	
(outside metering)		Book Discussion Series	
		Books-on-Tape	
		Books by Mail to the Homebound	
		Business Room	
		Cassettes, CDs	
		CD-ROM Products	
		Community Room	
		Community Information and	
		Referral Databases	
			PARK AND RECREATION
			455-7521
			<i>Town Hall, Second Floor</i>
			Recorded Information 444-7212
			Arts in the Parks / Children's Theater
			Field / Park Administration
			Field / Playground Permits
			Mountain Biking Information
			Outdoor Skating Information
			Parent Guide to Children's Resources
			Playground Areas
			Program Information/Registration
			Rosemary Pool Passes
			Seasonal Employment
			Sports Kit Rental
			Sports Organization Information
			Tennis Court Passes
			Trail Maps
			Volunteer Opportunities
			Walking Information
			PARKING CLERK
			INFORMATION
			455-7500
			<i>Parking Ticket Hearings are held</i>
			<i>at Town Hall</i>
			Tuesdays
			8:00 AM - 10:00 AM
			6:00 PM - 8:00 PM
			PERSONNEL
			455-7530
			<i>Town Hall, Second Floor</i>
			Civil Service Exam Information
			Town Employment Opportunities
			PLANNING BOARD
			455-7526
			<i>Town Hall, Second Floor</i>
			Flood Maps
			Planning Board Meeting Agendas
			Site Plan Permits
			Subdivision Plans
			Zoning By-Law Information
			Zoning Map Information

POLICE DEPARTMENT 911
99 School Street
Non Emergency 455-7570
Animal Control 455-7570
Bicycle Registration
Firearm Permits
Town Emergencies (non business hours)
School Safety Questions

PUBLIC WORKS DEPARTMENT 455-7534
470 Dedham Avenue
Emergency (non office hours) 455-7570
Field/Park Maintenance
Garbage Collection Information
Rubbish or Solid Waste /Recycling
Parking Regulations
Pothole Repairs
Public Tree Maintenance
Second Water Meters (outside metering)
Sewer Connections
Sewer Main Blockages
Snow Removal Regulations
Street/Sidewalk Resurfacing
Information
Transfer Station
Water Connections
Water Leaks
Water Main Replacement

RIDGE HILL RESERVATION 449-4923
463 Charles River Street
Facility Rental Information
Fit Trail and other trails
Picnic Areas
Rangers

SCHOOL ADMINISTRATION 455-0400
1330 Highland Avenue
Adult and Continuing Education
Art: K-12
Athletics
Community Classroom Program
Computers: K-12
Elementary After School World
Language Program
Elementary Interactive Spanish
Pilot Program
English as a Second Language
Kindergarten After School Enrichment
Literary Publications
METCO
Minuteman Regional Vocational
Technical High School 861-6500
Music: K-12
Physical Education: K-12
Remedial Reading
Science Center
Special Education: Preschool-12
Student Exchange Programs
Summer School

SELECTMEN'S OFFICE
TOWN ADMINISTRATOR 455-7512
Town Hall, Main Floor
General Information 455-7500
Alcoholic Beverage License
Appointments to Boards/Committees
Automatic Amusement Device License
Block Party Permits
Bowling Alley/Billiards/Pool License
Class I - Dealer License
Class II - Used Cars License
Common Victualer License
Entertainment License
Public Hearings / Utilities/
Fuel Storage
Second-Hand License
Selectmen's Meeting Agendas

TOWN CLERK 455-7510
Town Hall, Main Floor
Absentee Ballots
Appointed Committee Members Listing
Birth Certificates
Business Certificates
Census Information/Jury List
Certification of Petitions/Nominations
Death Certificates
Dog Licenses
Elected Officials Current Listing
Fishing and Hunting Licenses
Justice of the Peace
Marriage Licenses/Certificates
MA Income Tax Forms
Nomination Papers
Notary Public
Passport Applications
Raffle Permits
Residential Street Listing
Sale of Zoning By-laws
Sale of Design Guidelines
Voter Registration

TREASURER/ TAX COLLECTOR 455-7504
Town Hall, Main Floor
Ambulance Bill Payments
Betterments
Garbage Collection Registration/Payments
RTS / Disposal Area Stickers
Motor Vehicle Excise Tax Payments
Municipal Lien Certificates
Parking Ticket Payments
Real Estate Information/Payments
Water/Sewer Bill Payments

VETERANS SERVICES 455-7532
Town Hall, Second Floor
All Veteran Benefits
Discharge Papers Recorded
Flags and Holders for Graves
Headstones and Grave Markers
Veterans Assistance

YOUTH COMMISSION 455-7518
Town Hall, Lower Level
Active Parenting of Teens Program
Babysitter Training Seminars
Books and Bridges
Community/ Service Restitution /
Diversion Program
Counseling: Individual
Group and Family
Extreme Looks Groups
Harassment / Bullying Workshops
LINCS Program/Loss
Information/Support
Parenting Education and Information
Peer Tutoring Program
Project Van - Volunteer Program
Ray of Hope Program
SAVE Seminars
Speakers Bureau
Students Against Destructive Decisions
Substance Abuse Awareness Program
Teen Dating Violence Seminars
Youth Employment: Residential/Business
Youth Source - Newsletter
Workshops on Adolescent +
Family Issues

PRECINCT VOTER LOCATIONS
A map is available at the
Town Clerk's Office.

PRECINCT LOCATION OF POLLS

A	Hillside School 28 Glen Gary Road
B	Hillside School 28 Glen Gary Road
C	Newman School 1155 Central Avenue
D	High Rock School 77 Ferndale Road
E	Pollard Middle School 200 Harris Avenue
F	Stephen Palmer Senior Center 83 Pickering Street
G	Broadmeadow School 120 Broadmeadow Road
H	Broadmeadow School 120 Broadmeadow Road
I	Mitchell School 187 Brookline Street
J	Mitchell School 187 Brookline Street

Massage Licenses	10	12	16
Semi-Public /Public			
Swimming Pool Permits	5	7	5
Septic Haulers Permits	5	7	8
Subsurface Sewage			
Installation Permits	10	7	5
Tobacco Permits	24	20	21
Ice Skating Rink	N/A	1	1

TOBACCO CONTROL PROGRAM

The Needham Board of Health, serving as the lead agency in a tobacco control collaborative for the Boards of Health of Dover, Medfield, Needham, and Westwood, received a \$61,565 award from the Massachusetts Department of Public Health for a four-town tobacco control program. The Program is supported by the Health Protection Fund established upon passage of voter referendum Question 1 (Tobacco Excise Tax) in November, 1992.

Key elements of the Tobacco Control Program include:

- Tobacco use education and prevention
- Development and enforcement of regulations and laws governing smoking and the prohibition of the sale of tobacco to minors
- Development and enforcement of worksite smoking policies
- Smoking cessation program referrals

Other program functions include:

- Issuance of permits to sell tobacco
- Inspection of restaurants for compliance
- Inspection of tobacco vendors-Tobacco displays and sign age
- Compliance Checks
- Issuance of waivers granted for smoking section in restaurants
- Workplace secondhand smoke complaint inspections
- Issuance of fines for violation of tobacco regulations

GRANTS AWARDED

\$61,565 Tobacco Control Program Grant from the MA Department of Public Health. Needham is the lead community in a four town tobacco control collaborative. Pending legislative approval, BOH was notified grant will be refunded through the year 2001.

\$9,150 Human Services Grants from federal, state, local churches and other community organizations to assist needy residents in obtaining fuel, medical, food stamps and other emergency assistance as needed.

\$8,000 West Suburban Elder Services Grant for individuals in the Traveling Meals Program who are unable to pay cost of their meal.

\$2,000 MA Department of Public Health to develop a skin cancer awareness program at the Rosemary Pool Complex in conjunction with the Park and Recreation Commission.

\$6,667 West Suburban Elder Services to develop a senior safety home visiting program for elder participants of the Traveling Meals Program.

FY99 HIGHLIGHTS

- Recipient of \$61,565 Tobacco Control Award
- Public Health Nurse receives state-wide award for public service
- Recipient of \$9,150 in grants for human service programs
- Co-Chaired and Primary support for Domestic Violence Action Committee (DVAC)
- 3,400 influenza vaccinations administered and distributed
- 11,003 meals delivered to home bound residents
- Investigated risk of rabies by exposure to one rabid skunk

FY'00 FORECAST

1) New environmental regulations and decreasing support from federal and state resources continue to require that the board sustain and increase its environmental oversight and training capabilities. The Board will become more involved in water quality issues and emergency planning. 2) A major overhaul in the nature and conduct of MA Department of Public Health's food service regulations will be in place soon. The regulations will require increased training for Board of Health staff. The new regulations will adopt the Federal Food Code. 3) Emergent and re-emergent infectious diseases, such as; rabies, tuberculosis, E. coli 0157-H7, and hantavirus, and the potential for outbreaks, reaffirm the need for strong oversight by the Board of Health and prompt investigation of all disease reports. The number of cases of Lyme disease acquired within Needham is expected to increase. 4) Traveling Meals Program participation will continue to increase in response to changes in the health care delivery system and an aging population. 5) The board will become more involved in providing oversight of the range of mental health services available in the community.

DEPARTMENT OF VETERANS SERVICES



John J. Logan, Jr., Director

Purpose:

- To carry out functions assigned to the office by Chapter 115 of the General Laws of Massachusetts for the towns of Needham and Dover.
- To keep a depository of discharges and records of veterans
- To assist veterans and their families from the towns of Needham and Dover, who served during a war time period, with financial assistance when the need arises.
- To see that all veterans' graves have a flag on them for Memorial Day
- To see that all veterans' graves in the Needham Cemetery and St. Mary's Cemetery are maintained and cared for

- To help veteran's families in completing VA forms to acquire pensions, insurance and other benefits to which they are entitled
- To insure that veterans who die without funds are properly interred.

BUDGETARY DATA:

Salaries:	\$ 43,149.00
Expenses:	3,050.00
Veterans' Benefits:	30,000.00
Purchase of Services:	300.00
Total	\$ 75,499.00

FY99 HIGHLIGHTS

- The Memorial Day Parade
- Veterans' Day Ceremonies at Memorial Park
- Decorating 1500 veterans' graves at St. Mary's and Needham Cemeteries for Memorial Day
- Establishing a committee to plan for the 50th Anniversary Korean War memorial

HUMAN SERVICES YOUTH COMMISSION



John Romeo, Colleen Schaller,
Deborah Winnick, Jon Mattleman,
Director. Not pictured: Tom Lambert,
Barbara Popper, Lorene M. Whyte

PURPOSE

The Needham Youth Commission operates as a mental health resource offering a wide array of confidential clinical and programmatic services to children, adolescents, and families. While the Youth Commission's services are reaching more people and having a greater impact, it is clear that the need for such services far outstrips the department's resources; thus many in Needham are not receiving support. The Youth Commission has worked diligently to construct meaningful services designed to meet the increasing and ever changing needs of the Needham community.

BUDGETARY DATA

Salaries	\$ 132,890
Purchase of Service	\$ 2,800
Expenses	\$ 1,990
Total Department Budget	\$ 137,680

Number of employees:

3 full-time, 1 part-time, 3 interns (unpaid)

FY'99 HIGHLIGHTS

SAVE Program (Seminars on Anger and Violence Education): The issues of "Anger" and "Violence" are not new to youth; they live in a culture where these topics are on constant parade. Prior to graduation from elementary school, a young person will witness 100,000 acts of violence on television alone. The SAVE Program, funded by the Needham Education Foundation, Inc., worked with elementary school students teaching anger/violence prevention and intervention techniques. SAVE utilized the visual model of an "Escalator," as students charted how anger can "escalate" from a benign situation to one which can spiral out of control. Over the course of the past year, the SAVE Program worked with over 500 students.

LINCS Program: The LINCS Program (Loss Information and Community Support) was designed in collaboration with the Needham Public Schools and was funded by the Tolman Trust Fund. LINCS' mission was to assist youth in addressing the frequently upsetting, overwhelming, and confusing issue of "loss."

This included, for example, the death of a parent or grand-parent; the separation/divorce of parents; the loss of a cherished pet or possession, or the break-up with a boyfriend/girlfriend. Loss is a topic youth will be dealing with more and more as they get older, and it is critical to understand the impact loss can have upon a young person's academic, physical, social, and emotional well-being. The LINCS program engaged 275 youth in FY 1999.

Teen Dating Violence Seminars: In collaboration with the Needham Domestic Violence Action Committee (DVAC), the Norfolk County District Attorney's Office, and the Support Committee for Battered Women, the Youth Commission offered seminars on Teen Dating Violence for all 9th and 10th graders at Needham High School. The seminars were designed to teach the unique aspects of Teen Dating Violence, how to recognize the warning signs, and ways to access community supports. Over 500 students were involved in these trainings in FY 1999.

Parenting Program: This program was created to encourage parents to continue to develop their parenting skills. In FY 1999, 250 parents attended a presentation entitled "Fostering Family Closeness and Respect," and 120 parents registered for small group 12-hour "Active Parenting of Teens" seminars. Special thanks to Wingate at Needham, Deaconess Glover Hospital, Needham Police Union, and the Exchange Club for underwriting this ambitious and successful program.

Individual/Family Counseling: The Masters level clinicians on staff are skilled at working with youth and their families experiencing difficulties with issues such as family discord, loss, drugs, alcohol, stress, and other mental health concerns. Who uses these counseling services? They are neighbors, cousins, children, and friends; they are people with no health insurance or expired health insurance; they are people who are grappling with either a short or long-term problem; and mostly, they are people who have the hope and determination that life can bring greater satisfaction and reward. Perhaps the most frightening area of concern is that young people are encountering more complex issues at a younger age. It is not unusual to work with an elementary age youth coping with a significant loss; a middle school student coping with parental alcohol use; or a

high school student with a serious drug problem. In the past year, 950 hours of counseling hours were provided to Needham youth and their families.

Group Counseling: Group counseling is a practical and effective mode of treatment and allows the staff the opportunity to interact with greater numbers of people. Group intervention offers a unique opportunity for young people to learn about issues which affect their peers and to receive feedback from their peers regarding issues such as: divorce, stress, self-esteem, abuse, depression, social skills, loss, drugs/alcohol, and violence/anger. Of note in FY 1999 were two special group efforts: "Extreme Looks," a four-day mind/body/spirit group for girls held in February and June funded by the Westwood Lodge Hospital; and Girlz, an 8-session program focusing on self-esteem. In FY 1999, 128 hours of group counseling services were provided.

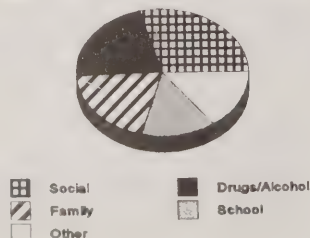
Substance Abuse Awareness Program: The Youth Commission continued to offer a structured 15-hour Substance Abuse Awareness Program (SAAP) for drug/alcohol-involved youth. This service provides an assessment of current substance use, intervention, education for youth and their families, and counseling services to support healthy lifestyles. All participants and their parents must attend an Alcoholic Anonymous (AA) or Narcotics Anonymous (NA) meeting to assist in transmitting the message that drugs and alcohol can impact any person without regard to age, gender, or status. In FY 1999, 270 hours of SAAP services were provided to youth.

Employment and Volunteer Programs: The Employment Program consists of two primary services: 1) Youth are linked with residents and provide around-the-home support in the form of babysitting, yard-work, and snow removal; and 2) Youth investigated employment opportunities in local businesses such as offices and restaurants. Additionally, the Volunteer Resource Directory was created to inform youth of area volunteer opportunities. In FY 1999 these programs fielded 558 inquiries.

Diversion/Restitution Program: In conjunction with the Needham Police Department and the Dedham District Court, the Youth Commission continued to offer those who have committed minor violations of the law the opportunity to participate in community service work in lieu of further court action. The Youth Commission's role is to work with offenders and their families to identify the motivations for their behavior, to provide support as required, and to oversee the placement and completion of community service. In the past year, participating youth have completed assignments at the following sites: Needham Public Library, Needham Police Department, Needham Fire Department, and Council on Aging. In Fiscal Year 1999, the Youth Commission monitored 1275 hours of community service to the Town of Needham.

PRESENTING PROBLEMS

ISSUES YOUTH ADDRESS IN COUNSELING



Peer Tutor Program: The Youth Commission's Peer Tutor Program represents a progressive youth-to-youth collaboration. This program matches high school students with middle and elementary school students in need of academic or organizational/study skills assistance. The Youth Commission's role consisted of outreach to potential participants, training of high school volunteers, monitoring weekly tutoring sessions, providing support if problems occur, and facilitating communication between volunteers and participant families. Over the past year, Peer Tutor Program volunteers provided 1,124 hours of support to younger students.

Students Against Destructive Decisions (SADD): SADD members are Needham High School students who have made a commitment to their school and community to learn and teach skills that contribute to a healthy lifestyle. In FY 1999, SADD actively reached out to youth with information regarding the effects of cigarette smoking, stress reduction techniques, warning signs of Teen Dating Violence, and information about AIDS. SADD worked collaboratively with a variety of organizations including the Town Tobacco Control Officer, Needham High School Social Awareness Club, and local businesses.

Books and Bridges: In response to the continuing request for programming for girls, the Youth Commission launched "Books and Bridges: The Mother/Daughter Book Club" in FY 1999. The program utilized literature and discussion to provide mothers and daughters with a forum in which to share ideas and connect with one another in a positive, nurturing, fun, and healthy manner.

Project VAN: VAN (Volunteers Around Needham) was created in FY 1999 and quickly became an outstanding program! Youth registered to work as part of a summer team volunteering at sites such as the Needham Public Library, Needham Children's Museum, Needham Historical Society, and others. In sum, VAN provided 126 person hours of community services to local organizations.

Graduate/Undergraduate Internship Program: In FY 1999, the Youth Commission welcomed three new interns to its Graduate and Undergraduate Internship Program. Two clinical interns from the Boston University School of Social Work provided individual, family, and group counseling services and extensive work on the Substance Abuse Awareness Program; and one undergraduate intern, from the Human Services Department at Lesley College, worked with the SADD program. Together, interns provided 1,400 of free service to the Needham community in FY 1999.

RAY of Hope Program: R.A.Y. (Recognize A Youth) was established by the Needham Youth Commission in an effort to acknowledge the outstanding service and positive contributions young people are making to the Needham community. Working in collaboration with the

Needham Business Association, each month a young person is selected as the RAY of Hope recipient and is awarded a certificate from the Youth Commission and check from a member of the Needham Business Association. The RAY of Hope program validates youth and recognizes their role in making the Needham community a special place to live.

Seminars/Workshops/Presentations: The Youth Commission designed and facilitated numerous trainings in the past year including a training for new Needham Public School Staff, Babysitter Training Seminars, Harassment/Bullying Workshops, and others. In FY 1999 the Youth Commission worked with over 2,600 children, youth, parents, and professionals.

Partnerships: The Youth Commission devotes considerable time to assisting youth and family-related groups advance their message and impact. In the past year the Youth Commission collaborated with groups such as:

- Domestic Violence Action Committee (DVAC)
- Deaconess Glover Hospital
- Needham Community Wellness Committee
- Community Center Study Committee
- Needham Business Association
- Needham Heights Neighborhood Association
- Needham Mental Health/Mental Retardation Committee
- Needham Public Library
- Community Council
- League of Women Voters
- Boy and Girl Scouts
- Needham Board of Health
- Needham Park and Recreation
- Massachusetts Prevention Center

- Needham Public Schools
- Riverside Community Care

The Youth Commission received grants and/or donations from the following organizations: Duracell; Needham Education Foundation, Inc.; Westwood Lodge Hospital; Deaconess Glover Hospital; Needham Police Union; Exchange Club of Needham; Wellbridge; Rotary Club of Needham; Friends of Needham Youth, Wingate at Needham; and Tolman Trust Fund.

Publications: The Youth Commission created and distributed the following original publications in FY99:

- Needham Youth Card (updated)
- Suicide Education Kit
- Parent Guide to Teen Parties (updated)
- Ask the Youth Commission (bi-monthly newspaper column)
- Youth Source (newsletter)
- Parenting Literature (developed in collaboration with the Wellness Committee)

FY'00 FORECAST

The coming year holds enormous promise and challenge for the Youth Commission:

- Project VAN (Volunteers Around Needham), funded by Duracell, will expand to additional sites in FY 2000.
- Deaconess Glover Hospital will underwrite 2 twelve-hour "Active Parenting of Teens" seminars.
- The Youth Commission will offer trainings as part of the Needham Adult Education/Teacher Trainings
- Teen Dating Violence: An issue teachers and teens would rather not discuss, but need to know
- Aggression: Investigation into Anger, Violence, Bullying & Harassment



Trolley travelling eastbound on Great Plain Avenue to Dedham about 1910. Town Hall is on the right.

HUMAN SERVICES COUNCIL ON AGING



Roma Jean Brown, Chairman, William T. Burke, Elizabeth Casey, Morris Dettman, Trudi J. Farnham, Helen Hicks, Eleanor Jacques, Vivian D. McIver, George Shannon, Nina Silverstein, Betsy Tedoldi, Sharon Souza, Director; Not Pictured: Ruth Moy

MISSION: The mission of the Needham Council on Aging is to advocate for and provide a supportive, respectful environment for the older residents of Needham with opportunities for socialization, programmed activities and services and to maximize fiscal, human, environmental and physical resources utilizing the strength of older citizens.

PURPOSE: The Needham Council on Aging was established by Town Meeting in 1957, and continues to fulfill the original purpose which is to:

1. Identify the needs and concerns of Needham's elderly and retired persons and those approaching retirement age;
2. Design, promote coordinate and implement services and programs to meet those Needs and concerns; and
3. Inform the community and enlist support and participation of all citizens in this effort.

The Council on Aging is directed by a 12 member board appointed by the Selectmen. The Board of Health, Park and Recreation Commission, Needham Housing Authority, School Department, and the Library each nominate one member. The Board is responsible for determining the policies of the Council on Aging in response to the expressed needs of elders in the Town through annual surveys, a careful analysis of local needs as well as local and national standards of health care, recreation, education, and service needs.

The Stephen Palmer Senior Center is located at 83 Pickering Street where the professional Council on Aging staff oversees services and programs. Staff provide information, referrals, and assistance to elders and their families. The Center hours are Monday-Friday, 9:00-4:00 p.m. and 11:30-3:30 p.m. on Sunday. The Council on Aging office, located at the Stephen Palmer Center, is staffed 8:30 a.m.-5:00 p.m. Monday-Friday throughout the year.

BUDGETARY DATA

A. Salaries	\$ 175,289
B. Purchased Services	2,047
C. Expenses	4,074
D. Capital Outlay	0000
E. Total	\$ 181,402
F. Number of Full-Time Employees:	4
G. Number of Part-Time Employees:	6
H. Number of Volunteers:	329
= 6 full-time equivalents. Volunteers contributed 12,760 hours of service = \$66,990 at minimum wage	
I. Other Sources of Support:	
Friends of the Needham Elderly, Inc.	\$10,157
Executive Office of Elder Affairs	
COA Formula Grant	28,314
Service Incentive Grant	2,600
SHINE Consortium Grant	20,710
West Suburban Elder Services	
Title IIIF Grant	4,000
Title IIIB Grant	1,510
Mass Bay Transit Authority (MBTA)	13,000
Roche Bros. Shopper Bus Grant	2,750

Cultural Council Grant	750
Other Monetary Donations:	2,358
TOTAL	\$ 86,149

FY'99 HIGHLIGHTS:

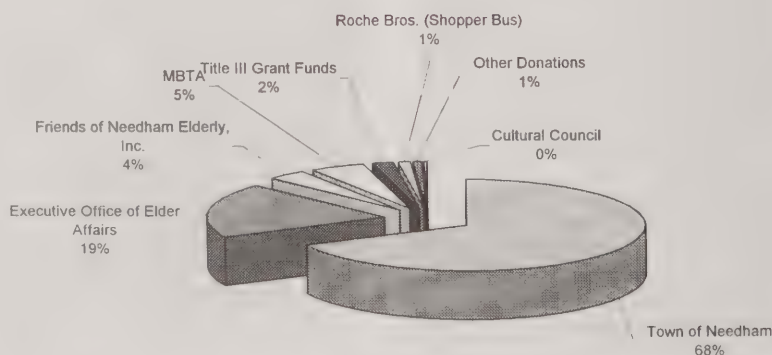
The Council on Aging was engaged in a year-long self-assessment process in order to apply for National Senior Center Accreditation. The process involved 75 volunteers acting on various standards committees. Following a peer review two-day site visit in September, the Needham Senior Center was awarded full Accreditation Status in late Fall, from the National Council on the Aging/Institute of Senior Centers, thereby being the first Senior Center in Massachusetts to achieve Accreditation, and in the top twenty Senior Centers in the nation.

With the addition of a part-time Outreach Worker, the Council on Aging was able to administer the new Friendly Visitor Program, whereby trained volunteers provide weekly visits to home-bound elders. The program has been extremely successful, and is a model for other communities. To date, 30 volunteers are matched up with 30 elders, and there is a growing waiting list.

A significant transition in the Council on Aging staff occurred with the retirement of The Associate Director after 18 years with the Council. In addition, a part-time Volunteer Coordinator was hired to fill a vacant Dept Assistant position. The SHINE (serving health information needs of elders) program was kept hopping this year due to the ever-changing health insurance coverages of the many senior plans. Prescription drug coverage continues to be a major concern for our seniors. The COA Board continued with its search for a new space for the senior center, as Part of the Town-wide Comprehensive Facilities Study, in order to better meet the Needs and interests of the Needham Senior Community.

The Council on Aging served over 7,000 meals at the Senior Center in conjunction with West Suburban Elder Services, Inc. We answered over 43,000 inquiries of a general information nature for seniors and their families this year.

**Financial Support for the Needham Council on Aging
Fiscal Year 1999**



Over 80 people per day came to the Senior Center for programs, services, or socialization.

Volunteer drivers provided over 700 rides to the Senior Center this year. Another 525 rides to and from the Center were provided by taxi. "The RIDE", funded in part by the MBTA, provided another 5,400 rides to and from the senior center for persons unable to use our other transportation due to physical or mental handicaps.

Volunteer monitors from the Needham Retired Men's Club who rode on the Shopper Bus, and Roche Bros. And the MBTA who funded the bus, provided over 1,600 rides to Needham residents to do their grocery shopping. Overall, 3,200 rides were offered to Needham seniors under the auspices of COA transportation services in FY99.

Over 18,966 participants attended programs throughout the year at the Senior Center.

Many others enjoyed socializing in the drop-in area. The bus trips offered by the Council on Aging, in conjunction with the "Friends of the Needham Elderly, Inc.", were enjoyed by 725 Seniors.

FY'00 FORECAST:

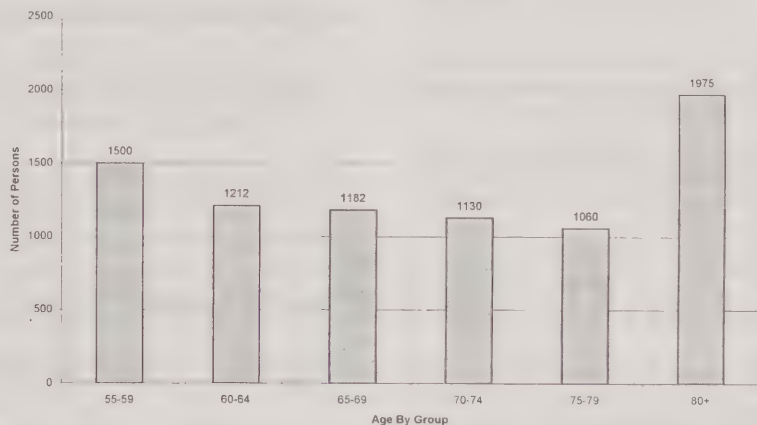
The Council on Aging is looking forward in the coming year to securing a location for a new Senior Center, and to continued work on the plans to make this a reality. The Council on Aging, in conjunction with Media One, is beginning a cable/teleconferencing service for homebound seniors. This innovative approach will

enable homebound elders to access educational programs and to increase socialization via teleconferencing with other elders in the comfort of their own home.

While discussing the cable show all participants will have watched before speaking with each other. The Council continues to find the means to address the unmet needs of seniors in this community. An ongoing effort, some of these unmet needs that we are aware of and trying to address include: provision of Adult Day Care services for those frail seniors who are "aging in place" and for whom the Senior Center, as it is, is no longer an appropriate setting; the need for more home-makers for frail

seniors needing homecare services due to the shortage of employees in this area for this type of work; and keeping abreast of changes in healthcare and insurance coverage, particularly with prescription drugs, and disseminating this information as necessary. As people live longer and try to maintain their independence in the community, it is Necessary for the Council on Aging to respond to the need for assistance not only from the seniors themselves, but also from middle-aged people who find themselves responsible for caring for their aging parents and/or other relatives. All are turning to the Council on Aging for information and assistance.

Town of Needham
Number of Persons 55 Years of Age And Older: 8,059
Fiscal Year 1999



COMMISSION ON DISABILITIES



Frank Der Sarkisian, Trudi J. Farnham, Maureen T. Gallagher, Jeanie Martin, James A. Mayo, Elaine Saunders, Carl F. Valente; Not Pictured, Dale Wise

The Needham Commission on Disabilities (NCOD) meets on the third Tuesday of the month with the following membership: 9 members; a majority of whom are disabled; one of whom must be a family member of a person with a disability; and one of whom must be an appointed municipal official, and other interested Needham residents.

PURPOSE

- to advise municipal officials, public and private agencies, and other individuals to ensure compliance with federal, state and local disability laws.
- to promote full integration of persons with disabilities into the community.
- to provide information, referrals, and technical assistance to individuals, businesses and organizations in all matters pertaining to disability issues.
- to participate in a variety of forums and media events to develop public awareness of persons with disabilities, and compliance with the Americans with Disabilities Act (ADA).

BUDGET

Expenses: \$ 511

FY'99 HIGHLIGHTS

- Worked in conjunction with the Metro West Center for Independent Living in Framingham on all legal and technical matters pertaining to the disabled.
- Advised town officials and local businesses regarding the number and dimensions of of handicapped parking spaces in order to ensure compliance with ADA and the Architectural Access Board (AAB) regulations.
- Provided handicapped parking signs that comply with state regulations and town by-laws at a reduced cost to Needham businesses and town departments.
- Trained two new volunteers and provided them with camera equipment in order to expand our work with the Needham Police to enforce proper usage of handicapped parking spaces.
- Continued to work with local officials to ensure compliance with state and federal laws regarding placement and number of

HUMAN SERVICES

- properly engineered curb cuts within the town.
- Worked with the Superintendent of Schools and a liaison from the School Committee to ensure accessibility at the pre-school program at the High Rock school.
- Met with representatives of YMCA before, during and after renovations to advise and monitor compliance with AAB and ADA regulations in terms of accessibility of internal and external building areas
- Presented a grant of \$2000 to the Needham Public Library to purchase large print books, closed-captioned videos, and descriptive videos.
- Met with the Director of Park and Recreation on matters of accessibility at Needham playgrounds and recreation areas.
- Served in an advisory role to the Needham Human Rights Commission on matters pertaining to the rights of the disabled.
- Worked with local public and private organizations and businesses to ensure accessibility, especially in terms of building entrances and restroom facilities.

- Continued to promote the registration of persons with disabilities in the Enhanced 911 program, an automatic location identification system.
- Submitted articles for publication in the Needham newspapers with highlights of monthly NCOD meetings.

FY'00 FORECAST

- To continue to work with the Town of Needham to ensure that renovations to municipal buildings are in compliance with federal and state accessibility codes (ADA and AAB).
- To continue to work with the Superintendent of Schools and the liaison to the School Committee in an advisory capacity to ensure compliance with AAB and ADA building codes at schools as they are renovated.
- To continue to offer properly worded handicapped parking signs to public and private organizations and businesses at a reduced cost.
- To enforce proper usage of handicapped parking spaces through a program that

tickets violators, in conjunction with the Needham Police.

- To utilize funds accrued from handicapped parking fines for the specific benefit of the disabled community.
- To continue to work with town officials to bring the Town of Needham into compliance with state and federal regulations regarding curb cuts.
- To dispense information and to serve as a resource to individuals in the Town of Needham on issues relating to the disabled.
- To continue to facilitate registration of persons with disabilities in the Enhanced 911 program, an automatic location identification system, in conjunction with Needham Town Hall and the Needham Police.
- To encourage Needham citizens to participate in NCOD meetings. (There is currently one vacancy on our 9-member commission.)

For further information about the Needham Commission on Disabilities, and in particular about serving on the commission, please call NCOD at 455-7500.

CULTURAL AND LEISURE SERVICES

PARK AND RECREATION COMMISSION



- Manages Rosemary Lake and Pool as the principal aquatic recreation facility.
- Provides long range open space and recreation planning.
- Coordinates and provides support service for many organizations.
- Provides youth leadership training and volunteer resource development.

The five members of the Commission are elected to three-year terms. The Commission meets on the second and fourth Wednesdays of each month.

	BUDGETARY FY99 DATA	NUMBER OF EMPLOYEES
Salaries	\$293,919	Full Time 4.0
Expenses	24,336	Part Time 88
Purchase of Services	34,840	
SUB TOTAL	\$353,053	
Operating Capital	9,881	
TOTAL	\$362,934	
REVENUE	\$242,053	

FY'99 HIGHLIGHTS

The benefits of Park and Recreation in communities across the country are endless, and the Needham Park and Recreation Commission is proud of the partnerships it has developed with many in the community to enhance the lives of all Needham residents.

ENVIRONMENTAL BENEFITS

- Effort to keep Walker Pond clear continued.
- Worked with neighbors, Needham Heights Association, DPW, and Eliot School to clean up and enhance Riverside Park. An Arbor Day celebration was held at the revitalized park.
- Work continued on a study of Rosemary Pool, which will include recommendations to improve environmental conditions.
- Work continued on the preparation of the Open Space Master Plan with the Conservation Commission and Planning Board.
- Staff assisted with the new garden at Town Hall.

ECONOMIC BENEFITS

- Worked with other Park and Recreation departments in Norfolk County to recommend legislation to assist with purchase and maintenance of parks and open space.
- Women's Club donated signs for nine parks and added seasonal plantings around the signs.
- Women's Club donated full financial support for Summer Children's Theatre.
- Needham Cultural Council, Media One Louise Condon Realty, and Needham Business Association donated funds in support of the Summer Arts in the Parks Concert Series.

Thomas J. Conroy, Jeffrey I. Meropol, Philip V. Robey, James Sargent, Richard Weitzen, Patricia Carey, Director

PURPOSE

Empowered by Chapter 45 of the General Laws of the Commonwealth of Massachusetts, the Park and Recreation Commission:

- Provides balanced, year-round recreation programming and leisure services for all ages.
- Serves as steward of over 300 acres of public park land and Town Forest and schedules recreation and athletic facilities.

CULTURAL AND LEISURE SERVICES

COMMUNITY BENEFITS

Commission hired new Assistant Director, who will add programs for all ages to the department's offerings.

Commission was named as Landfill Reuse Study Committee by the Board of Selectmen.

Members of the Commission and the Administrative Staff participated in the following committees: Townwide Facilities Study Committee; Community Wellness Collaborative; Early Childhood Council; Senior Center's Accreditation subcommittee; Fund for Needham Study Committee; Permanent Public Building Committee Appointment Board; Mitchell Playground Committee; Golf Club Lease Committee; Riverside Neighborhood Association.

In year 4 of the transition plan, the High Rock and High School fields were renovated, and are now scheduled by Park and Recreation and maintained by the DPW.

Work began on the rebuilding of the High School tennis courts, under the School field renovation project.

Assisted with the development of new playground structures at Mitchell and Newman, and with safety recommendations at Broadmeadow.

Junior Lifeguard Training (in conjunction with Deaconess-Glover Hospital) and Birthday parties at Rosemary Pool were added to the summer programs.

Senior Golf moved to the Needham Golf Course for the spring session.

The department continued a long-term study on the possibility of a skate park for

in-line skating and skateboards.

- The department continued to work with the Council on Aging, Library, Board of Health, and Youth Commission in a Community Service Departments study group.
- The department continued to work with the Community Center Study Committee.
- Staff participated in Deaconess-Glover Hospital cable television program.
- Worked with other town departments to create monthly newspaper article explaining how town government operates.

INDIVIDUAL BENEFITS

- In conjunction with Needham Business Association, department and Department of Public Works posted walking route signs in New England Business Center at Needham.
- Department assisted Needham Track Club with the state finals of the Hershey Track Meet.
- Department participated in orientation session for new school staff members.
- Department created summer drop off locations for food pantry donations to the Community Council.
- With Community Wellness Collaborative, department offers Healthy Needham 2000, and has assisted with the creation of a new quarterly newsletter.
- Assistant Director was elected president-elect of Massachusetts Recreation and Park Association.
- Department continued effort to share information on playground safety, including at the Needham Business Association's October Fest.

- Director became a Certified Pool Operator.

FY'00 FORECAST

- Study the future of the landfill for possible recreation site on behalf of the Board of Selectmen.
- Study the future of the entire Rosemary Pool and Lake Complex.
- Renovate Asa Small baseball diamond.
- Complete the reconstruction of High School Tennis Courts.
- Create an educational campaign on the Charles River.
- Continue to work with Community Center Study Committee.
- Cooperate with other town departments on projects and grant applications.
- Share the benefits of parks, recreation, and leisure with community.
- Create a Perry Park Playground Rehabilitation Committee.
- Work with Coulton Park neighborhood to revitalize park and Riverside Park neighbors to continue efforts to add elements to the park.
- Study the possibility of creating a Farmer's Market in Needham.
- Continue efforts to share information on playground safety.
- Support state, regional, and national initiatives of the National Recreation and Park Association, including the continuation of the international professional exchange program.

MEMORIAL PARK



John S. Gallello, John J. Logan, Jr., Charles J. Mangine, Ron Sockol, Not pictured: Catherine Schneider

uled use and operation of the facilities, is governed by (5) elected Memorial Park Trustees.

- Memorial Park is the site for many community activities such as, baseball, football, and the use of the track. Town civic organizations use the grounds for multiple uses from private gatherings to CPR training, and Park and Recreation's use for family entertainment series during the summer. It is used organizations such as Legion Baseball, Little League, Pop Warner, and the Needham Track Club.
- A large number of organizations utilize the Memorial Park building to conduct meetings and house special events such as the Exchange Club's annual fruit sale.
- To provide a visible, attractive board for organizations to post and advertise upcoming events.
- To provide an eye catching pleasant environment to sit and enjoy. The grounds are maintained by the Park and Forestry Department.

- To provide a track for a large number of citizens for their walking exercise.

BUDGETARY DATA:

Salaries:	\$0.00
Expenses:	0.00
Purchase of Services:	500.00
Total	\$ 500.00

FY'99 HIGHLIGHTS

- The installation and dedication of a new flag pole
- Needham High School graduation exercises for the class of 1999
- The Exchange Clubs Fourth of July Festivities and fire works display
- The Eli Bloom Special Olympics for Retarded Citizens
- Arts in the Park sponsored by the Park and Recreation Department
- The CPR Training Superbowl III, sponsored by the Deaconess Glover Hospital
- The MDA Telethon

PURPOSE:

To provide a multiple use central gathering location dedicated to community use, in a safe and pleasant environment, honoring our Veterans.

The 13.5 acre grounds, building, and sched-

LIBRARY

FREE PUBLIC LIBRARY



Lois C. Bacon, Thomas M. Harkins, Gail B. Hedges, Sally B. Powers, Emily Salaun, Lois F. Sockol, Gregory J. Shesko, Ann MacFate, Director

PURPOSE

On November 10, 1998, the Board of Library Trustees adopted the following Vision and Mission Statements.

VISION STATEMENT

Everyone will have access to the materials and information needed to satisfy educational, recreational, and cultural needs.

Everyone will have the opportunity to develop the skills needed to locate, evaluate, and effectively use information in a changing technological world.

Everyone will have access to programs that will help to develop reading/viewing/ listening as a recreational pleasure and to view the library as more than an information outlet.

MISSION STATEMENT

The Needham Free Public Library provides a high-demand, high-interest collection of print, non-print, and electronic materials to satisfy community needs for current titles and for information that will fulfill general requirements, formal education support, lifelong learning, and business and career needs. The library also maintains a Town Archives Collection and a Local History and Genealogy Collection. The library provides the necessary assistance to access all collections of materials.

The Board of Trustees supports the American Library Association's Library Bill of Rights.

BUDGETARY DATA

Personnel	\$621,561
Purchased Services	40,024
Expenses	12,267
Books, Periodicals, Audio-Visual	<u>114,795</u>
Total	788,647

Number of Employees

Full-time	12
Part-time	30

DEPARTMENTAL STATISTICS

Adult Department

Circulation (books, videos, CD's, cassettes, periodicals)	215,697
Books loaned to other libraries	8,190
Books borrowed from other libraries	5,944
Overdue notices and bills sent	2,568
Reserves placed	10,214
Total money returned to Town from fines, fees, lost books, etc.	\$50,981

Reference Department

Reference questions answered	21,326
Directional questions answered	2,975
Reference books checked out overnight	285
Number of people using Genealogy Room	256
Training workshops for using computerized catalog and Internet	101

Children's Department

Circulation (books, videos, records, CD's, cassettes, periodicals)	172,514
Reference questions answered	7,136
Overdue notices and bills sent	1,655
Reserves placed	621
Story times and other programs	154
Attendance at programs	2,393

Catalog Department

Adult books added to collection	5,035
Adult books withdrawn	4,455
Children's books added to collection	2,146
Children's books withdrawn	1,613
Records, CD's, and audio cassettes added	531
Records, CD's, and audio cassettes withdrawn	373
Videocassettes added	420
Videocassettes withdrawn	167
Total Collection	137,190

MISCELLANEOUS STATISTICS

Number of registered borrowers	18,811
Total hours open	3,102.25
Attendance	235,844

FY'99 HIGHLIGHTS

July—The Exchange Club awarded the library's Fourth of July float the Princess Award; Small Is Beautiful. The Trustees appointed a ten-member Long-Range Planning Committee to write a five-year plan for the library. Library Consultant Jay Lucker completed his study of the Needham Library and its space needs for the present and the future.

August—351 children registered for the Children's Room Summer Reading Club, Unlock the mystery! Read! A total of 5,000 books was read, with 183 children reading ten or more books. 157 bears and their owners attended the annual Teddy Bear Storytime.

September—Receipt printers, which give patrons a copy of all business transacted, were added at the library's adult circulation desks.

October—The library participated in the Community Wellness Collaborative's Exploring Wellness Exposition held in conjunction with the Needham Business Association's Harvest Fair. The Needham Garden Club planted additional shrubs on the Rosemary Street side of the library. The Feature Film Video Collection was converted from a numerical filing listing to an alphabetical system.

November—The Library Building Committee selected the firm of J. Stewart Roberts Associates, Inc. to do the schematic designs for an expanded library. The Massachusetts Board of Library Commissioners certified the Needham Public Library and awarded it a State Aid Grant of \$26,751.88. The 300th library patron signed up for electronic notification for reserve notices.

December—The Friends of the Library decorated a festive tree that was auctioned at the Needham Historical Society.

January—Geotechnical borings were done at the library to make sure that the present site can support the weight of an expanded addition to the building.

February—The Massachusetts Board of Library Commissioners provided a grant that enabled libraries to access the *Boston Globe* full-text from 1980 to the present.

March—As a part of the annual McIver series Dr. Thomas O'Connor, Professor of History Emeritus, Boston College, presented a lecture on his recent book, *Boston Catholics: The Church and Its People*. The library's volunteers selected books and videocassettes that would be a part of the library's collection and that would honor them for their service to the library. A special plate was placed in the front of each item. The Friends of the Library sponsored a popular visit by the Needham Science Center.

April—Kevin O'Neill presented the second McIver series lecture, "The Irish and the American Civil War. The Minuteman Library Network added the database, *Poemfinder*, a poetry title, author, keyword index, as a new service. The Needham Art Association celebrated its 50th anniversary with a presentation of members's paintings, a display-case presentation of the club's history, and a demonstration of art techniques and media.

May—Steven Burg presented the final McIver series lecture, "Kosovo: How We Got in/How We Can Get Out. The library displayed its schematic plan designs at the Annual Town

meeting. The Needham Commission on Disabilities awarded the library a \$2,000 grant for the purchase of large print books, close-captioned videocassettes, and descriptive videocassettes.

une—Installation of a new phone system enabled faster and more efficient service to the public. The new one-week loan period for videocassettes was enthusiastically received.

DONATIONS TO THE LIBRARY

In FY99 thirty-four people volunteered 2,872.5 hours of service to the library. Volunteers mended the library's books, dusted and straightened the library's shelves, washed tables and chairs, and raked and cleaned up the grounds. In addition, the Library Trustees and Friends of the Library worked many hours presenting programs, book sales, and other special events. The Friends of the Library donated more than \$8,700 to the library during the fiscal year. This includes both cash gifts

and direct payments for items. Friends donations paid for books, books-on-tape, videocassettes, children's programs, subscriptions to international magazines, museum passes. The Needham Garden Club continued to contribute to the beauty of the library building by maintaining the outside flower gardens and other plantings, providing weekly plant and floral arrangements, purchasing the pass to the Garden in the Woods, and arranging for the visit of the Plantmobile. Other clubs, groups, organizations, companies, and individuals who made significant donations to the library in FY99 include:

The Needham Lions Club
Charles and Marnie Henderson
The Rotary Club of Needham
The Lebensfeld Foundation
The Newcomers Club
Present Charitable Trust
The Touchdown Club

Learning Express

Project VAN (Volunteers Around Needham)
Youth Group and Guatemala Committee,
Congregational Church

Temple Beth Shalom,
Community Service Day

Needham High School Community
Classroom Program

Thank you also to the many individuals who made donations to the library during FY99. The Trustees and staff are grateful to everyone who made a donation to the library. You enrich the library's collections, as well as the lives of the people of Needham.

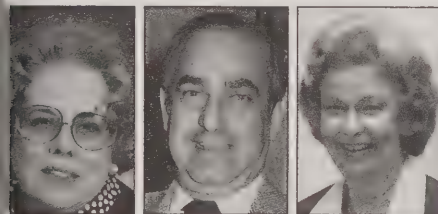
**FY99 Memorials and
Cash Donations**

\$12,670

FY00 FORECAST

The Trustees will continue to develop building expansion plans and will apply for a State Library Construction Grant.

DEVELOPMENT HISTORICAL COMMISSION



Carol Boulris, Norman A. Homsy,
Elizabeth Rich, Dorothy Shearman,
Not Pictured, Louis Hutchins

FY99 HIGHLIGHTS:

1. Associate member, Leslie G. Crumbaker, continued research on the history of the Needham Business District.
2. The Commission, after a study of demolition delay bylaws in other Massachusetts Communities, presented bylaw changes to the 199 Annual Town Meeting. By unanimous vote, Town Meeting added to the Needham Demolition bylaw a monetary penalty for non-compliance and a provision for a public hearing regarding an historic building facing demolition.
3. The Commission regretfully accepted the resignation of member Dorothy Shearman, who has moved from Needham.

FY00 FORECAST:

1. As its Millennium project, the Commission will complete research on and print a brochure on Needham's Hidden Parks.
2. The Commission will support the continued usage of the Emery Grover Building as a Town facility, as part of its goal of preserving Needham's historic properties in future Town planning efforts.
3. The Commission will work to move the 1842 one-room school house if demolition of that building is proposed.

PURPOSE:

The Historical Commission was established in 1978 by Town Meeting during the Bicentennial of the United States of America. Commission mandates and directives are included in the Needham General Bylaws and Massachusetts General Laws, Chapter 40, Section 8D.

Duties of the five member Commission, which are appointed by the Board of Selectmen, include recording the historical assets of the Town for local and state inventories and reviewing any proposed demolition involving a listed proper-

BUDGETARY DATA:

Budget : \$513
Expenses: \$210.76
No employees, all Commissioners are volunteers



*A pre-World War I
trolley from Newton
crosses the
New Haven Railroad
tracks beyond the
Needham Heights
railroad station
over the
Hunnewell Street
Bridge*

DEVELOPMENT PLANNING BOARD



Maurice Handel, Chairman, Devra G. Bailen, Frank Gallelo, Paul Killeen, Robert T. Smart, Jr., Lee Newman, Director

PURPOSE:

The Planning Board is charged with broad statutory responsibilities to guide the physical growth and development of Needham in a coordinated and comprehensive manner. Specifically, the Planning Board is legally mandated to carry out certain provisions of the Subdivision Control Law (M.G.L., Chapter 41, Section 81-K to 81-GG) and of the Zoning Act (M.G.L., Chapter 40A). These legal responsibilities are reflected locally in the Subdivision Rules and Regulations and Procedural Rules of the Planning Board and in the Town's Zoning By-Law. The specific services that the Planning Board provides are as follows:

Review and Approval/Disapproval of:

- Approval-Not-Required (ANR) Plans
- Preliminary Subdivision Plans
- Definitive Subdivision Plans, including ongoing administration
- Site Plans of certain larger developments (major projects)*
- Residential Compounds (RC's)*
- Scenic Road Applications

* includes Special Permit Decisions, with legal notices, public hearings, and written decisions; similar statutory procedures for Definitive Subdivision Plans

Review and Advisory Reports on:

- Site Plans of certain smaller developments (minor projects)
- Applications to Board of Appeals for variances and special permits
- Petitions for acceptance/discontinuance of public ways
- Initiation, Development, and Presentation of Proposed Zoning Amendments to Town Meeting
- Preparation and Maintenance of a Master Plan and related planning studies to guide future physical growth and development in Needham (including studies referred to the Board by Town Meeting)
- Revisions to "Subdivision Regulations

and Procedural Rules of the Planning Board" and printing of the same

- Reprinting of Town Zoning By-Laws and Zoning Map
- Provision of Information on Planning, Zoning and Development matters to the public (including residents, developers, and other government agencies)

It is important to note that if these services were not performed, the Town of Needham would be without the administration of land use planning and zoning regulations, and would be subject to costly lawsuits from private developers and citizens alike.

BUDGETARY DATA:

Salaries	\$ 95,419
Purchase of Services	\$ 22,960
Expenses	\$ 1,772
Total	\$120,151
Number of Employees:	2 Full-time, 1 Part-time

FY'99 HIGHLIGHTS

Fiscal 1999 saw a continuation of the pressures for growth, change, and development in Needham. Commercial development in the form of new and enlarged office buildings, industrial additions, and new retail space was more prominent than residential development, at least as far as applications to the Planning Board were concerned. In its capacity as a special permit granting authority, the Planning Board processed 18 applications as "Major Projects" and 2 applications as "Minor Projects" under the Site Plan Review By-Law.

The Board processed Definitive Subdivision Plans for: 5 new lots on Woodworth Road located off South Street; 5 new lots on Starr Ridge Road off Central Avenue; 5 new lots on Burr Drive off South Street; and 1 new lot on Glen Terrace off Glenwood Road. In addition, a total of 8 plans were endorsed "Approval-Not-Required (ANR)" under the Subdivision Control Law, meaning that the lots created or altered on such plans met minimum frontage requirements.

The Board of Appeals referred 30 applications for variances, special permits, and administrative appeals to the Planning Board last year; and as required by the Zoning By-Law, the Board reviewed each application and submitted its recommendations in writing to the Appeals Board.

In fiscal 1999, the Planning Board appointed a citizens' task force, consisting of business people, residents, and various civic groups, to study residents' concerns regarding the tearing down of smaller and less expensive houses and their replacement by larger single-family houses. The committee's recommendations lead to the adoption by Town Meeting of new setback and lot coverage requirements for "new construction" in the Single Residence B and General Residence Districts, and authorized the placement of dormers in the top _ story of 2 _ story single or two-family dwellings in all zoning districts. Although not going as far as

some would like, it is felt that the new requirements will reduce the number of contrived lots. Increasing setbacks and establishing a lot coverage requirement for new construction and its functional equivalent will result in residential construction more characteristic of Needham's neighborhoods. Allowing for the placement of dormers in the half-story will afford residents an additional means of meeting their space needs without increasing overall house bulk.

Fiscal 1999 also included the interviewing, hiring, and monitoring of planning consultants to conduct an in-depth study of the zoning status of the Deaconess-Glover Hospital and the broader issue of health-care development throughout Needham. The results of that planning effort lead to the adoption by Town Meeting of a new Medical Overlay District at the location of Deaconess Glover Hospital. The substance of the changes are as follows: 1) An enumeration of the uses to be allowed by right and by special permit in the Medical Overlay District, 2) Establishment of setbacks as well as additional restrictions on height designed to refocus redevelopment efforts closer to Chestnut Street and away from Lincoln Street, and 3) Provision of parking requirements that reflect the actual types of medical activity involved, and that assure avoidance of parking over-spill.

Lastly, the Three Rivers Interlocal Council, a regional planning organization, provided the Planning Board and the Planning Director with assistance on issues of traffic, land use and planning, and state policies and programs. Through its alliance with other members of the Council, Needham was able to influence development decisions affecting the future of the region.

FY'00 FORECAST

In anticipation of a continuation of the construction boom in the western suburban area of Boston, the Needham Planning Board expects to receive additional applications for new office buildings, retail complexes, and other nonresidential and residential development projects. Related to such a continuation, the Board will be looking for ways in which developers can make a contribution to improving the Town's infrastructure.

Planning, zoning, and development activities envisioned for fiscal 2000 include the interviewing, hiring, and monitoring of planning consultants to conduct an in-depth study of the zoning status of the Needham Business Center and adjacent Highland Avenue Corridor. The Needham Business Center and adjacent Highland Avenue corridor have recently become subject to development and redevelopment pressures as the convenience and attractiveness of these areas have been rediscovered. While continuation of this renewed interest in the Center is desirable, it is important to assure that it continues to reflect the needs of both the Town and business community. Accordingly, a citizens' task force consisting of business interests, residents of the immediate

area and various civic groups will be appointed. Public workshops will be convened by the consultant. A final report with policy recommendations for land-use regulations is expected, leading to eventual revisions in the Zoning By-Law at the 2000 Fall Town Meeting.

Other projects on the Planning Board's agenda include a study of wireless communication facilities and a re-codification of the Town's Zoning By-Law. It is expected that both studies will include recommendations for zoning changes to be brought before the 2000 Annual Town Meeting.

Devra Bailin is serving as the Planning Board's representative to the Affordable Housing Committee. The committee is assessing local

housing conditions and projected future housing needs for affordable housing, in order to assure that a wide variety of housing is available for the community's existing residents who may be under served by the choices available to them, such as the need for rental units for large families and the disabled, or who may be paying a disproportionate amount of their income in rent. Having a sufficient supply of housing in Needham available for a broad variety of income groups continues to be a major goal of the Board and Town.

Moe Handel and Robert Smart, Jr. continue to serve as the Board's liaison to the Comprehensive Facilities Study Committee. The completed comprehensive facilities plan

will identify those community facilities that are necessary or desirable to support future land-use within Needham and to meet projected needs of the Town and its residents over which the Town exerts control or authority in terms of their location, character, extent and timing. A multi-year financing plan based on the needs of, the timing for, and the rough cost estimates of, the planned community facility projects will be included.

In closing, the Planning Board welcomes your participation in any of its meetings and, in particular, your expression of agreement or disagreement on positions the Board has chosen to take regarding the development of the Town.

CONSERVATION COMMISSION



Roy A. Cramer Chairman, Alan Brand, William Ly, John D. Marr, Jr., Carl Shapiro, Not pictured: Marsha Salett, Lisa Standley

Personnel	14,796
Purchase of Services	2,756
Expenses	<u>1,149</u>
Total	18,701

FY'99 HIGHLIGHTS

The Commission protects wetlands and resource areas by enforcing the State Wetlands Protection Act (Mass. G.L. Chapter 131, Section 40) and enforcing the Needham Wetlands Protection Bylaw with procedures outlined by Town rules and regulations. All alterations of land in Needham require land owners to determine if the land is a wetland or a resource area such as the 100 foot buffer zone protecting wetlands, the 200 foot buffer zone protecting continually flowing streams and rivers, a protected wildlife habitat, a flood storage area or an aquifer protection district. This determination allows the Commission to review proposed projects and condition the work in a way that will not have an adverse impact on the wetlands and its many functions.

During FY'99, the Commission met formally 22 times and conducted 45 Public Hearings of which 29 were Notices of Intent, 13 were Requests for Determination of Applicability, and 3 were requests for Amendments to existing Orders of Conditions. In addition, the Commission issued 9 Certificates of Compliance for Orders of Conditions and addressed several violations of state and local rules and regulations by issuing Enforcement Orders. This level of filings reflects a continuing aggressive effort by developers to develop undeveloped parcels. Each project site is visited at least once by the Commission before an Order of Conditions is prepared; projects are monitored during construction by Commissioners or the conservation administrator; and before issuing a Certificate of Compliance the Commission requires proof that the project as built is in conformance with the Order of Conditions. The Commission believes that its ability to properly hear these matters is severely strained with only a part-time Conservation Officer.

In FY'99, the Commission reviewed and monitored projects ranging from the capping of the Landfill, expansion of the Town Recycling Area, replacement of the Town's West Street Pump Station and sewer interceptor and force main, on-going development of subdivisions on South Street, Central Avenue, and Bridle Trail Road, redevelopment at Highland Avenue, and monitoring of the MDL/Rosemary Meadow contamination area. The Commission is grateful to the Boy Scouts of Needham for their stenciling street drains.

FY'00 FORECAST

The coming year will continue to be a complex and busy one due to the number of proposals to develop land adjacent to wetlands as well as the implementation of the Rivers Protection regulations that established a protected resource area (200 feet from any continually flowing water body) with new performance standards. The Commission plans to increase its efforts to educate the public on the value of open space, passive recreation, and conservation. In particular, the Commission looks forward to implementing the trail maintenance and improvement plan on Commission administered lands.

The Commission encourages the involvement of all interested Needham residents in helping to preserve and expand the natural resources of the Town. The Commission meets twice monthly on Thursday evenings at 7:30pm, and all Needham citizens are invited to attend.



Middlesex and Boston Street Railway car barn on Highland Avenue opposite Memorial Park.

PURPOSE

The main purpose of the Needham Conservation Commission is to protect and reserve the Town's wetlands and resource areas, to acquire and preserve land in Needham, and to educate Town citizens about the importance of wetlands' integrity. Other functions of the Commission include advising the Town on matters pertaining to use, management and protection of the Town's natural resources and open space, and management of conservation land, including the 325 acres at Ridge Hill Reservation. The Commission seeks to increase the open space resources of the town through purchase, gift, or granting of conservation restrictions on property.

BUDGETARY DATA

The Commission is staffed by one part-time employee. The balance of the Commission's budget is allocated to purchasing of services (consultants, title examiners, etc.), publications, memberships, and office expenses.

DEVELOPMENT HOUSING AUTHORITY



Richard W. Gatto, Chairman, Christine H. Miara, Sharon O'Brien, Paulette J. Turner, Bahi Reda, Not pictured: Dennis Desmarais, Director

PURPOSE

The Needham Housing Authority provides income-based rental units to the elderly, disabled, and families. The Authority administers a number of federal and state housing programs under the oversight of a five-member Board of Commissioners all of whom are residents of Needham. Four Commissioners are elected by the Town and one Commissioner is appointed by the Governor.

The Authority operates 408 units of affordable housing for the elderly, disabled, and families including 152 one-bedroom apartments under state programs and 46 one-bedroom apartments under federal programs for senior citizens and disabled individuals of any age, 80 units of Veterans' family housing, and 30 units of federal family housing. The Authority also maintains two staffed apartments under the State's Chapter 689 program serving eight individuals with special needs and is assigned

approximately ninety-two Section 8 vouchers and certificates.

BUDGETARY DATA

The Needham Housing Authority maintains separate budgets for each program it administers and is not part of the Town's budget. The majority of the Authority's funding is derived from rent collected from its tenants. The Authority's annual budget is a public record and is available for review in its office.

The Authority's annual income is approximately \$1,100,000 including a \$107,000 subsidy from the Department of Housing and Urban Development. It has annual expenditures totaling approximately \$995,000 and it retains reserves of approximately \$350,000. The Authority employs five (5) full-time and one (1) part-time administrative staff and five (5) full-time maintenance staff. The annual salary expense is approximately \$350,000.

FY'99 HIGHLIGHTS

Of note in 1999 include changes in the staff and Commissioners. Chris Miara joined the Board of Commissioners replacing Edward Cahalane who retired after twenty-five years of exemplary service. Cynthia Howe replaced Dennis Desmarais as Executive Director. Robert Kennedy joined the staff and brings years of accounting experience to the position of Bookkeeper.

The one-bedroom waiting list for senior citizens (over 60 years of age) is very short and applicants currently living in Needham may be housed almost immediately. Applications are being accepted for disabled individuals who are under age 60, but the waiting lists are much longer in both federal and state programs.

The family programs give waiting list preference to families that live, work, or attend school in Needham. The Board of

Commissioners recently broadened the definition of local preference in the federal programs to include applicants who have immediate family living in Needham. Preference is also given to working families and families that are unable to work due to disability. Other priorities and preferences on all waiting lists are granted according to applicable federal and state regulations.

FY'00 FORECAST

The Needham Housing Authority successfully applied for and was awarded capital improvement and modernization funding by the Department of Housing and Community Development for two separate projects. Plans are underway to renovate kitchens and increase storage space in eighty single-family houses. The Authority hopes to begin roof replacement on several apartment buildings and the Community Center in the senior housing complex on Chambers Street.

Other planned projects include: additional parking at both elderly housing complexes; cosmetic improvements to the community centers, common areas, and grounds; renovation of individual apartments including new flooring; and improved exterior lighting in several complexes.

The Needham Housing Authority is continuing its commitment to residents by encouraging strong tenant representation and striving to improve communication between residents and staff. The Authority is in the process of hiring a Social Service Coordinator to facilitate tenant organization and to assist individual residents.

Anyone interested in obtaining an application or additional information about the Needham Housing Authority is encouraged to stop by the office at 28 Captain Robert Cook Drive or to call (781) 444-3011.

BOARD OF APPEALS



William Tedoldi, Chairman, Michael Crowe, Susan Glazer, Jon Schneider, Not pictured: Gregory J. Condon

The Board of Appeals consists of three regular members and two associate members appointed by the Board of Selectmen, as authorized and established by General Laws, Chapter 40A, the Home Rule Charter Act and Article VIII of the General By-laws.

The Board met eleven times this fiscal year to hear 30 applications for special permits, 4 applications for variance, and 1 appeal from a decision of the Building Inspector. Of these, 27 applications for special permit were granted, 1 denied, 2 withdrawn; the applications for variances resulted in 2 being denied, 1 withdrawn, and 1 amendment to an existing variance

granted. The appeal was granted.

Costs for the year included:

Salaries	\$5798
Expenses	3119
Total	\$8917

Filing fees for the Board of Appeals consist of 1) \$100 for applications for residential special permits, variances, and appeals from the Building Inspector's decision, and 2) \$200 for applications for non-residential special permits. Applications may be obtained from and filed in the Office of the Town Clerk, Town Hall. All decisions of the Board are filed with the Town Clerk and are a matter of public record.

DEPARTMENT OF FINANCE



Robert Addelson, Director of Finance, Robert W. Burke, Director of Management Information Services; Evelyn Poness, Treasurer and Tax Collector, Not Pictured, Pamela LeDuc, Comptroller

In FY99, the Department of Finance consisted of the offices of the Finance Director, the Comptroller, the Treasurer/Collector, Management Information Services (MIS), and the Parking Clerk. The Department is responsible for the overall financial management of the Town including: advising the Town Administrator of the Town's financial condition, assisting the Town Administrator in preparing the five-year Capital Improvement Plan, cash management, debt management, tax and utility billing, miscellaneous billings for Town services, risk management, audit review and internal financial controls, Minority Business Enterprise and Contract compliance, supporting all aspects of the Town's data processing operations, and hearing appeals on and enforcing the collection of parking fines.

Employees Per Division

Director of Finance	1.0
Treasurer/Collector	5.8
Comptroller's Office	3.8
Data Processing	6.2
Parking Clerk	0.1
Total Staff:	16.9

BUDGETARY DATA

Salaries	\$724,322
Purchase of Service	\$301,000
Expenses	\$99,070
Capital Outlay	\$76,400
Total	\$1,200,792

FY99 HIGHLIGHTS

Much of the activity of the Department of Finance involves the day-to-day management of the Town's finances including \$55.8 million budgeted operating expenses, \$6.3 million in special revenue, \$22.2 million in capital project expenditures, and \$9.4 million in enterprise funds (water, wastewater and solid waste), and \$7 million in trust funds. Further, the Department processes 300 to 600 payroll checks per week, 400 biweekly school administration and teaching staff checks, 400 weekly expense checks, 10,000 water/sewer bills and real estate bills quarterly, 28,000 motor vehicle excise bills, 1500 W-2 forms, 10,000 landfill tickets, and 900 garbage collection accounts.

In addition to maintaining the automated financial systems for the Town and the hardware that supports them, the MIS Division assists the Town Clerk's Office with automa-

tion of voter registration lists and the Town and school census. Also, it provides support for all personal computer users in general government including scheduling of user PC training. Finally, the MIS Division provides the School Department with a wide variety of student information required for State and Town reporting including: automated class scheduling, daily attendance tracking, and report card processing services. Approximately 13 percent of the resources in the MIS Division support the variety of data processing services provided to the School Department.

The offices of the Comptroller and the Treasurer/Collector are responsible for complying with a myriad of Municipal Finance laws and regulations as well as meeting the financial reporting requirements of the State and Federal Governments. These financial controls are essential in order to properly safeguard taxpayer dollars.

The Town is fortunate in that more than 98 percent of the property taxes due were paid on time. In addition, as a result of aggressive cash management by the Treasurer, the Town was able to earn \$930,800 in interest across all funds in Fiscal Year 1998 of which \$742,000 was credited to the General Fund.

In addition to the daily activities of maintaining the Town's data processing system, accounting for all financial transactions, administering the property tax billing and miscellaneous collection functions, and assisting in the development of the annual capital and operating budgets, other Finance Department activities in FY99 included the expanded use of the Town's financial management software; the administration of the Town's insurance program; participating in the annual water and sewer rate setting process; the issuance of \$12.7 million in capital debt; and, the provision of assistance to Town departments in complying with the State's local government procurement laws.

A significant highlight of FY99 was the completion of a needs assessment and implementation plan for (1) a town-wide computer network

to connect all municipal offices and (2) a geographic information system to support the operations of various municipal departments and the school department.

Another significant highlight was the procurement of a new telephone system for all town departments and some school buildings. The new system offers voice mail and other features that should improve the delivery of town and school services.

FY00 FORECAST

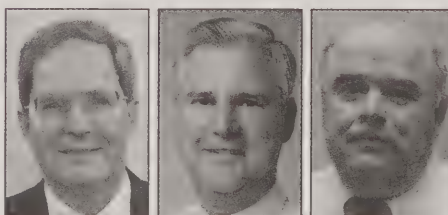
An important objective for the Department of Finance in FY2000 will be to install local area/wide area computer networks to connect all town offices and to implement a geographic information system.

Also during FY2000, the Finance Department will:

1. update the five-year capital improvement plan
2. update revenue projections for the coming year
3. continue aggressive collections of delinquent taxes, motor vehicle excise and water and sewer charges
4. continue to train town staff on the use of computer hardware and new computer applications
5. issue approximately \$10 million in long-term debt in the Spring of 2000.
6. prepare a multi-year forecast of revenues and expenditures to facilitate long-range planning

It is the goal of the Finance Department to serve the financial management requirements of all Town departments. In addition, it is the obligation of the Finance staff to safeguard the tax dollars and funds received from the residents and taxpayers of the community. The department is always looking for new ways to improve the efficiency of Town services and welcomes the comments of residents in this regard.

FINANCE COMMITTEE



Thomas H. Hannigan, Ronald P. Culgin, Ford Peckham, Gerard Sullivan, Executive Secretary. Not pictured: Michael Crawford, James G. Healy, Susan R. Herman, Paul T. Milligan, John P. Ryan, Paul G. Smith

The Finance Committee's responsibility is to propose a budget for the Town's Fiscal Year which balances expenditures with projected revenues. However, as known from many sources, reports to Town Meeting by several Finance Committee Chairmen, deliberations by the Board of Selectmen, studies by the Finance Department, analyses by the Comprehensive Facilities Study Committee, projections by the School Committee and projected infra structural needs such as roads and sewer and water there are many issues which remain outstanding. The magnitude and number of these projects will have long-term impact on Town Finances and financial policy both short term and long range. The Finance

FINANCE

Committee feels strongly that Town Meeting should be presented with these funding decisions as part of a comprehensive package. This allows better assessment of the future overall impact on Town Finances and a better evaluation of spending priorities. In view of the scope of these issues and projects the Finance Committee seeks to preserve a reasonable degree of financial flexibility for future Town Meetings with respect to the allocation of available resources and the assumption of new long-term debt.

The competing needs of the individual departmental operating budgets and the capital expenditures need to be balanced to ensure that debt service does not jeopardize the ability of the Town to fund the ongoing operating budgets; nor should the Town's operating budgets grow at such a rate that the capital needs of the Town suffer. Our recommendations attempt to balance this conflict between increased debt and the growth of operating budgets.

REVENUE

The total projected revenue available for appropriation in FY00 was \$60,003,197. This represents a \$3,215,598, or 5.7%, increase over FY99. Historically, recurring Town revenues have increased 3.5% - 4% from one year to the next, and not 5.7%. Approximately \$900,000 of the FY00 revenue relates to excess free cash that cannot be relied upon to recur in the future.

The Committee tried to take advantage of the additional revenue by funding capital projects with cash, as well as funding various additional departmental requests. More particularly, with respect to capital, the Finance Committee recommended that a total of \$929,414 in capital projects be funded at the Annual Town Meeting with cash, as opposed to debt. In that way, revenues which we projected to be non-recurring in nature were not driven into either operating budgets or debt service so that cannot be easily scaled back in future years.

FISCAL YEAR 2000 OPERATING BUDGET OVERVIEW

Consistent with our past practice, the Finance Committee requested that all department heads, committees and boards submit a level funded budget, and to separately list amounts to provide level service and to list and prioritize requested funds to meet additional departmental requests. The level funded budget is the prior year's appropriation increased by salary increases, continuing contractual obligations and, if appropriate, mandates that are imposed by statute.

One area over which Town does not have significant discretionary control is Town-wide expenses. These expenses increased \$502,811, or 4.9%, from \$10,168,164 in FY99 to \$10,670,975 in FY00. The increase was primarily health insurance premiums for Town employees, which increased by \$520,000 coupled with an increase of \$97,000 in contributions to be made to the employees' retirement fund. In fiscal year 2001 the Town-wide

expenses will experience a considerable increase in part due to contractual obligations whereby the Town has to pay unfunded pension liabilities of Glover Hospital employees (currently estimated to be \$300,000 annually).

The level funded budget requests submitted to the Finance Committee amounted to \$47,417,601. The projected revenues of \$60,003,197 covered the Town-wide expenses of \$10,670,975 and the level funded budgets, with \$1,914,621 remaining. During our budget deliberations we divided this amount amongst three categories: (1) additional amounts for individual department budgets in level service and additional funding requests; (2) debt service on amounts to be borrowed in FY00; and (3) capital purchases made with cash.

The following are some, but not all, of the level service items and additional service items recommended by the Financing Committee for funding with \$958,119 of the unallocated revenue:

- * Approximately 18 new full time equivalent employees in the School Department.
- * Two and one-half new custodial positions to, in part, assist cleaning the schools (\$62,500).
- * Additional overtime to the Fire Department, as well as funding two new firefighters to be hired half way through FY00 (\$64,000).
- * Funding a police officer position that had previously been funded in part by a federal grant.

The FY00 recommended School Department budget represents a \$1,582,395 or a 6. 1% increase over last year. To view this in context, the total increase for all other departmental budgets was \$938,049 or 4.7%.

DEBT SERVICE AND CAPITAL

Included in each Town Warrant is a breakdown of the Town's debt service. The schedule breaks down debt into four categories: Hospital debt; levy supported debt; fee funded (transfer station and water/sewer) debt; and override debt.

For a number of years, the Finance Committee has used the following guidelines in making recommendations on debt:

1. Debt service on levy funded debt projects should be kept within a fixed percentage of the revenue generated from the levy (originally 2%, raised to 3% in FY99);
2. Total debt service should not exceed 10% of total revenue generated by the Town,
3. If possible, the Town should fund some projects each year with cash, not debt, especially those of a shorter life span or of a maintenance/repair nature.

During the FY99 deliberations, the Committee was convinced that given the demands at the time for capital, the 2% cap on levy supported debt should be raised to 3%. However, with the new water treatment plant, pumping stations and landfill debt just coming on line, as well as the estimated \$92 million in future facilities to be requested by the Comprehensive Facility Study Committee, we believed that this year,

FY2000, more than ever, the Town should adhere closely to the above guidelines.

The Finance Committee followed to the closest extent possible the Board of Selectmen's priority list of capital projects. The Finance Committee also paid particular attention to the Needham High School Accreditation Report prepared in November 1998. This report indicated that the High School has various facility needs that must immediately be addressed to ensure that the High School maintains its accreditation. The MBMB advised the Finance Committee that the priority needs identified in the report presented within the warrant are: Article #39, Gym Renovation Design; Article #40, HVAC System Assessment / Feasibility Study; Article #42, Replacement of Asbestos Flooring; Article #43, Parking Lot Rehabilitation Design; and Article #44, Auditorium Renovation Design. The Finance Committee recommended funding these articles with cash in the amount of \$140,000 to sufficiently respond to the High School accreditation report. Additionally, provisions totaling more than \$50,000 for additional custodians and custodial equipment were added to the operating budget of the MBMB to satisfy, in part, the issues identified.

Further, the Committee recommended funding the following items with cash: Article #50, DPW equipment replacement for \$327,000; Article #49, Local Area Network for \$168,000; Article #52, Handicapped Ramps for \$90,000; Article #36, Memorial Park ADA Improvements (design only) for \$7,500; Article #37, High School Emergency Generator for \$42,914; Article #38, Exterior Painting of Mitchell School for \$65,000; Article #67, Rosemary Pool Painting for \$35,000; and Article #63, Rosemary Dam Repairs currently carried at \$54,000.

Finally, the larger capital items recommended to be funded with debt were: Article #34 Mitchell School Boiler, at \$250,000; Article #35 Pollard HVAC, at \$305,000, (MBMB has informed the Finance Committee that this appears to be the final issue that needs to be addressed to resolve the health and safety concerns at Pollard); Article #64, a fully outfitted Fire Department ambulance, at \$153,500; and Article #51, which includes secondary road repairs and Parish Road reconstruction, at \$75,000 and \$605,000, respectively.

The Town has recently completed many new capital projects such as the water treatment plant, pumping stations, school renovations and landfill closure that have increased debt to the highest level that Needham has ever carried. The Town faces a proposal to rebuild the Town's facilities with a projected cost in excess of \$92 million. We need to remain cognizant that debt levels are not flexible; once we have borrowed the money we are obligated to repay it in a timely fashion. The Finance Committee has attempted to strike a balance between debt and operations. We believe our budget positions will allow the Town to be able to make further critical decisions in the next few years.

BOARD OF ASSESSORS



Thomas Mulhern, James Weidenfeller, Administrative Assessor, Not Pictured: David R. Suny, James M. Zeiger

The Board of Assessors is responsible for the administration of a wide range of state laws pertaining to the estimation of value of real state, personal property, motor vehicle excise, and boat excise in the community. Data pertaining to each property is maintained and constantly reviewed for accuracy. This data and data from sales of the previous calendar year form the basis for the ad valorem valuation placed on property. Upon completion of the town meeting process and receipt of warrants from state and county sources, the Assessors set the tax rate based on the classification shift selected by the Board of Selectmen.

FY99 HIGHLIGHTS

The real estate market in Needham remained extremely active. Sales prices continued to climb. New home construction continued at a pace not seen since the '50's. The "tear down" phenomenon gained a solid foothold in the market. Further conversion of the property in the former "Industrial Park" continued. Three

large former warehouses were sold and construction began immediately on new Class A office space. Several parcels were combined on Highland Ave. And the new Staples retail building was constructed. While the full impact will not be reflected in the tax rolls until FY-2001, they will be welcome additions.

New computer hardware was installed in the office. Replacing a system installed in 1992, the system allows faster work processing. When the FY00 Revaluation is completed tests will begin on new software updates.

Abatement applications and Appellate tax Board cases remained low. Over \$700,000 was returned to the town from the Overlay Surplus accounts.

Staff:

- 1 Administrator
- 1 Assistant Administrator
- 1 Administrative Assistant
- 1 Deed Review & Betterment

Specialist

- 1 Mapping Specialist
- 1 Motor Vehicle Specialist

Property Valued in FY'99:

Single Family Residential:	8,239
Condominium:	461
Two Family:	361
Three Family:	23
Four Plus Family:	25
Vacant Land:	209
Misc. Residential:	12
Mixed Use:	26
Commercial:	380

Industrial:	53
Personal Property:	894
Total	10,691

Budget

Salaries:	\$226,044
Revaluation:	\$25,000
Expenses:	\$14,500

Abatement Applications Filed:	204
Abatements Granted	38
Appellate Tax Board Cases:	13

Building Permits:

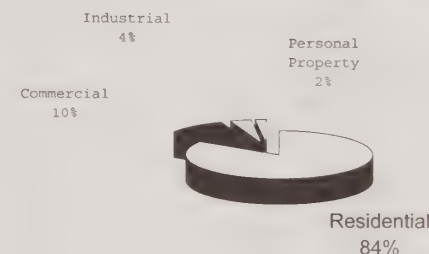
Additions:	264
Demolitions:	52
Maintenance:	79
New Construction	85
Remodeling	274
Total Building Permits(From 1/1/99)	754

Carried from FY-98	365
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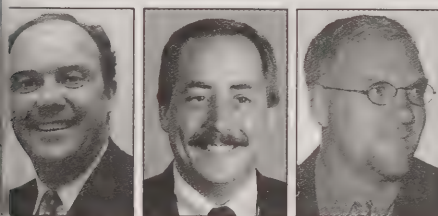
Motor Vehicle Excise Tax Bills

Processed:	23,000
Field Inspections	3,950
Commercial/industrial Inspections	75

Assessed Value (All Classes)



COMMISSIONERS OF TRUST FUNDS



Patrick Forde, Michael M. Monahan, Karl R. Schofield

The Commissioners of Trust Funds have the responsibility of overseeing the prudent investment of the trust assets and the proper disbursement of trust payments. The commissioners' overriding principle is asset safety over investment yield. The investment philosophy is to generate current income in order to support the underlying wishes of the trusts with a primary focus on the preservation of capital. The bulk of new investments is invested in high quality equity instruments. Our investment guidelines are designed to influence the major structure of the portfolio during times of normal investment activity,

ever vigilant to those times that general market investment activity deviates substantially from the expected trends.

The disbursement of trust payments requires the Commissioners to strictly follow trust directives. The prudent expert rule holds the Commissioners to act as careful, professional, experienced, and educated fiduciaries in trust and financial matters. "Prudence" is a design standard, not a performance standard. What this means is that the Commissioners are process oriented and not result oriented. Although our primary goal is preservation of principal, we use the latest investment models to generate the maximum current income and long-term capital growth through adequate diversification and minimization of unsystematic risk.

As of June 30, 1999, Needham's trust assets totaled \$2,902,000 compared to \$2,419,000 in the last fiscal year. During FY99, the Commissioners disbursed approximately \$76,000 in benefits back to the community. There are 61 separate trusts divided into three main categories: Schools (34), Library (14),

and Miscellaneous (13). The school trust funds include scholarships and athletics. The library trust funds are for the improvement of our library. The miscellaneous trust funds are for community projects such as Park and Recreation and the Conservation Commission.

FY99 was a favorable environment for prudent investment managers. The stock market spent a lot of time moving sideways. The Commissioners continued to "stay the course," closely monitoring the individual security positions, ever vigilant to preserve the trust capital. The Commissioners keep a close watch on asset allocation in order to maintain a well insulated portfolio, especially during the expected turbulent markets that lie ahead.

The Commissioners would like to publicly express their gratitude for the help and direction Evelyn Poness continues to offer and thank the citizens of Needham for their continued support and generosity.

If you have any questions about the Trust Funds, please contact any of the Commissioners or the Treasurers' Office.

FINANCE

TOWN OF NEEDHAM
GENERAL FUND
STATEMENT OF APPROPRIATIONS
AND EXPENDITURES
YEAR ENDED JUNE 30, 1999

	FY98 Continued Appropriations	Annual Town Meeting Appropriation	Special Town Meeting Amendments	Reserve Fund Transfers	Total Available for Expenditure	Disbursements to Date	FY99 Encumbrances	Total Expenditures	Unexpended Returned to Surplus
Summary	0	10,290,240	(122,076)	0	10,168,164	9,947,770	10,612	9,958,383	209,781
Townwide Expenses	0	878,293	400	54,775	933,468	892,194	8,803	900,997	32,471
General Government	0	2,138,472	(39,500)	(480,433)	1,618,489	1,331,642	37,618	1,369,261	249,228
Finance	0	25,848,163	101,125	0	25,949,288	25,530,983	368,195	25,899,178	50,110
Education	0	8,151,896	28,000	138,537	8,318,533	8,171,867	8,180	8,180,047	138,486
Public Safety	0	6,540,835	65,997	192,383	6,799,215	6,276,412	175,578	6,451,990	347,225
Public Facilities	0	706,046	0	700	706,746	652,011	65	652,076	54,670
Human Services	0	153,578	0	7,686	161,266	128,981	19,000	147,981	13,285
Development	0	1,173,771	0	0	1,173,771	1,148,851	2,937	1,151,788	21,983
Cultural and Leisure	0								
Grand Total	0	55,861,394	33,946	(86,400)	55,828,940	54,080,713	630,988	54,711,701	1,117,239
Townwide Expenses									
010 Street Lighting		399,750			399,750	339,151	9,347	348,499	51,251
011 Garbage Collection		97,000			97,000	93,660		93,660	3,340
012 General Insurance		358,000	(100,000)		258,000	240,309		240,309	17,691
013 Health Insurance		3,960,000			3,960,000	3,960,000		3,960,000	0
014 Workers' Compensation		450,000			450,000	450,000		450,000	0
015 Self Insurance		20,000			20,000	20,000		20,000	0
016 Unemployment Compensation		30,000			30,000	19,940	1,265	21,205	8,795
017 Maturing Bonds		1,363,450	(13,450)		1,350,000	1,340,474		1,340,474	9,526
018 Interest		289,626	(8,626)		281,000	254,581		254,581	26,419
019 Contributory Retirement		2,574,000			2,574,000	2,520,976		2,520,976	53,024
020 Chapter 32 Retirement		170,000			170,000	138,967		138,967	31,033
021 Minuteman Assessment		482,914			482,914	482,914		482,914	0
022 MBTA Commuter Parking		95,500			95,500	86,798		86,798	8,702
Subtotal		10,290,240	(122,076)	0	10,168,164	9,947,770	10,612	9,958,383	209,781
Board of Selectmen									
101 Salaries		310,296			310,296	304,673		304,673	5,623
102 Purchase of Service		122,428	900	19,500	142,828	133,375	1,713	135,087	7,741
103 Expenses		18,220	(500)		17,720	17,107	550	17,657	63
104 Capital Outlay		12,500			12,500	12,263	0	12,263	237
		463,444	400	19,500	483,344	467,417	2,263	469,680	13,664
Town Clerk									
Board of Registrars									
105 Salaries		153,413			153,413	153,413		153,413	0
106 Purchase of Service		22,750			22,750	16,500	4,000	20,500	2,250
107 Expenses		4,025			4,025	2,977	300	3,277	748
108 Capital Outlay		2,000			2,000	0	2,000	2,000	0
109 Tellers/Canvassers/Details		21,307			21,307	21,307		21,307	0
		203,495	0	0	203,495	194,197	6,300	200,497	2,998
Legal									
110 Salaries		52,078			52,078	52,033		52,033	45
111 Special Fees		135,000		35,000	170,000	163,264		163,264	6,736
112 Expenses		5,000			5,000	4,021	240	4,261	739
		192,078	0	35,000	227,078	219,318	240	219,558	7,520
Personnel Board									
113 Salaries		1,776			1,776	345		345	1,431
114 Purchase of Service		10,000		275	10,275	10,261		10,261	14
115 Merit Bonus		7,500			7,500	656		656	6,844
		19,276	0	275	19,551	11,262	0	11,262	8,289
Assessors									
201 Salaries		229,013			229,013	228,808		228,808	205
202 Purchase of Service		32,500			32,500	20,917	9,666	30,583	1,917
203 Expenses		14,500			14,500	7,945		7,945	6,555
204 Capital Outlay		1,200			1,200	1,044		1,044	156
		277,213	0	0	277,213	258,714	9,666	268,380	8,833
Finance Department									
205 Salaries		724,322			724,322	620,219		620,219	104,103
206 Purchase of Service		301,000			301,000	274,181	18,932	293,113	7,887
207 Expenses		99,070			99,070	82,137	7,620	89,757	9,313
208 Capital Outlay		76,400			76,400	74,957	1,400	76,357	43
		1,200,792	0	0	1,200,792	1,051,495	27,952	1,079,447	121,345
Finance Committee									
209 Salaries		14,255	7,000		21,255	20,938		20,938	317
210 Expenses		500			500	496		496	5
211 Reserve Fund		645,712	(46,500)	(480,483)	118,729			0	118,729
		660,467	(39,500)	(480,483)	140,484	21,434	0	21,434	119,050

School Department									
301	Salaries	21,860,239			21,860,239	22,166,241	1,944	22,168,185	(307,946)
302	Purchase of Service	2,932,704			2,932,704	2,580,901	142,825	2,733,726	188,978
303	Expenses	865,006	101,125		966,131	634,284	163,677	797,961	168,170
304	Capital Outlay	190,214			190,214	139,558	59,749	199,307	(9,093)
		25,848,163	101,125	0	25,949,288	25,530,983	368,195	25,899,178	50,110
Police									
401	Salaries	3,240,355	28,528	138,537	3,407,420	3,386,201		3,386,201	21,219
402	Purchase of Service	44,792			44,792	44,792	0	44,792	0
403	Expenses	122,382			122,382	113,720	6,000	119,720	2,662
404	Capital Outlay	161,200	(28,528)		132,672	132,672	0	132,672	0
		3,568,729	0	138,537	3,707,266	3,677,385	6,000	3,683,385	23,881
Fire									
405	Salaries	4,094,929	(6,500)		4,088,429	4,018,248		4,018,248	70,181
406	Purchase of Service	118,225	(27,105)		91,120	85,059	560	85,619	5,501
407	Expenses	143,675	9,105		152,780	121,684	1,620	123,314	29,466
408	Capital Outlay	0	52,500		52,500	48,685		48,685	3,815
		4,356,829	28,000	0	4,384,829	4,273,685	2,180	4,275,865	108,964
Building									
409	Salaries	218,531			218,531	213,178		213,178	5,353
410	Purchase of Service	1,500			1,500	1,211		1,211	289
411	Expenses	5,607			5,607	5,607		5,607	0
412	Capital Outlay	800			800	800		800	0
		226,438	0	0	226,438	220,796	0	220,796	5,642
Public Works									
501	Salaries	2,049,571	(27,000)		2,022,571	1,909,553		1,909,553	113,018
502	Purchase of Service	468,576	22,500		491,076	358,575	74,666	433,241	57,835
503	Expenses	281,555	4,500		286,055	251,904	1,809	253,713	32,342
504	Capital Outlay	0	6,000		6,000	5,862		5,862	138
505	Snow & Ice	150,000		93,383	243,383	243,243		243,243	140
		2,949,702	6,000	93,383	3,049,085	2,769,137	76,476	2,845,613	203,472
Building Maintenance									
506	Salaries	1,840,852	37,240	8,100	1,886,192	1,868,788		1,868,788	17,404
507	Purchase of Service	1,354,633	(36,837)	81,900	1,399,696	1,241,317	82,899	1,324,216	75,480
508	Expenses	270,385	44,089		314,474	287,149	11,003	298,153	16,321
509	Capital Outlay	56,000	15,505	9,000	80,505	74,512	5,200	79,712	793
		3,521,870	59,997	99,000	3,680,867	3,471,767	99,102	3,570,869	109,998
PPBC									
510	Salaries	66,963			66,963	34,554		34,554	32,409
510A	Purchase of Service	0	1,500		1,500	303		303	1,197
511	Expenses	800			800	651		651	149
512	Capital Outlay	1,500	(1,500)		0	0		0	0
		69,263	0	0	69,263	35,508	0	35,508	33,755
Board of Health									
601	Salaries	222,892			222,892	222,115		222,115	777
602	Purchase of Service	68,241		700	68,941	68,250	0	68,250	691
603	Expenses	8,050			8,050	7,685		7,685	365
604	Capital Outlay	0			0	0		0	0
		299,183	0	700	299,883	298,050	0	298,050	1,833
Veterans' Services									
605	Salaries	41,501			41,501	38,435		38,435	3,066
605A	Purchase of Service	150	100		250	215		215	35
606	Expenses	3,350	(100)		3,250	3,239		3,239	11
607	Benefits	30,150			30,150	193		193	29,957
		75,151	0	0	75,151	42,082	0	42,082	33,069
Youth Commission									
608	Salaries	132,890			132,890	125,331		125,331	7,559
609	Purchase of Service	2,800			2,800	2,741		2,741	59
610	Expenses	1,990			1,990	1,894	65	1,960	30
611	Capital Outlay	0			0	0		0	0
		137,680	0	0	137,680	129,966	65	130,031	7,649
Council on Aging									
612	Salaries	187,344			187,344	175,280		175,280	12,064
613	Purchase of Service	2,050			2,050	2,047		2,047	3
614	Expenses	4,125			4,125	4,074		4,074	51
615	Capital Outlay	0			0	0		0	0
		193,519	0	0	193,519	181,402	0	181,402	12,117
Commission on Disabilities									
616	Expenses	513			513	511		511	2
		0	513	0	513	511	0	511	2

FINANCE

Planning Board								
701	Salaries	99,994		7,688	107,682	95,419	95,419	12,263
702	Purchase of Service	22,960			22,960	3,960	22,960	0
703	Expenses	1,947			1,947	1,772	1,772	175
704	Capital Outlay	0			0	0	0	0
		124,901	0	7,688	132,589	101,152	120,152	12,437
Conservation Commission								
705	Salaries	14,796			14,796	14,796	14,796	0
706	Purchase of Service	3,249			3,249	2,756	2,756	493
707	Expenses	1,150			1,150	1,149	1,149	1
708	Capital Outlay	0			0	0	0	0
		19,195	0	0	19,195	18,701	18,701	494
Board of Appeals								
709	Salaries	5,799			5,799	5,799	5,799	0
710	Purchase of Service	3,000			3,000	2,991	2,991	9
711	Expenses	170			170	128	128	42
		8,969	0	0	8,969	8,917	8,917	52
Historical Commission								
712	Expenses	513			513	211	211	302
		513	0	0	513	211	211	302
Library								
801	Salaries	630,126			630,126	621,561	621,561	8,565
802	Purchase of Service	40,280			40,280	40,024	40,024	256
803	Books & Periodicals	114,800			114,800	111,858	114,795	5
804	Expenses	12,280			12,280	12,267	12,267	13
805	Capital Outlay	0			0	0	0	0
		797,486	0	0	797,486	785,710	788,647	8,839
Park & Recreation								
806	Salaries	298,160			298,160	293,919	293,919	4,241
807	Purchase of Service	43,278			43,278	34,840	34,840	8,438
808	Expenses	24,347			24,347	24,336	24,336	11
809	Capital Outlay	10,000			10,000	9,881	9,881	119
		375,785	0	0	375,785	362,976	362,976	12,809
Memorial Park								
811	Expenses	500			500	165	165	335
812	Capital Outlay	0			0	0	0	0
		500	0	0	500	165	165	335
Grand Total		0	55,881,394	33,946	(86,400)	55,828,940	54,080,713	630,988
							54,711,701	1,117,239



The beautiful elm trees on Great Plain Avenue shade a Wellesley trolley just before World War I

TOWN OF NEEDHAM
WATER ENTERPRISE FUND
STATEMENT OF APPROPRIATIONS
AND EXPENDITURES
YEAR ENDED JUNE 30, 1999

	FY98 Continued Appropriations	Annual Town Meeting Appropriation	Special Town Meeting Amendments	Reserve Fund Transfers	Total Available for Expenditure	Disbursements to Date	FY99 Encumbrances	Total Expenditures	Unexpended Returned to Surplus
Water Department									
901 Salaries		614,955	55,500		670,455	556,841		556,841	113,614
902 Purchase of Service		251,991	5,000		256,991	197,227	16,372	213,599	43,392
903 Expenses		201,255			201,255	193,075	101	193,176	8,079
904 Capital Outlay		20,000			20,000	19,522		19,522	478
905 MWRA Assessment		154,221	175,261		329,482	329,482		329,482	0
906 Emergency Repairs		50,000			50,000	41,175		41,175	8,825
907 Debt Service		780,000	(165,000)		615,000	614,966		614,966	34
		2,072,422	70,761	0	2,143,183	1,952,288	16,473	1,968,761	174,422

TOWN OF NEEDHAM
WASTEWATER ENTERPRISE FUND
STATEMENT OF APPROPRIATIONS
AND EXPENDITURES
YEAR ENDED JUNE 30, 1999

	FY98 Continued Appropriations	Annual Town Meeting Appropriation	Special Town Meeting Amendments	Reserve Fund Transfers	Total Available for Expenditure	Disbursements to Date	FY99 Encumbrances	Total Expenditures	Unexpended Returned to Surplus
Wastewater Department									
908 Salaries		388,404			388,404	368,012		368,012	20,392
909 Purchase of Service		103,888	(2,500)		101,388	92,306	7,779	100,086	1,302
910 Expenses		62,070			62,070	50,143		50,143	11,927
911 Capital Outlay		38,250			38,250	30,640		30,640	7,610
912 MWRA Assessment		3,961,491	126,889		4,088,380	4,088,380		4,088,380	0
913 Emergency Repairs		20,000	7,500		27,500	27,420		27,420	80
914 Debt Service		910,000	(24,000)		886,000	852,626		852,626	33,374
		5,484,103	107,889	0	5,591,992	5,509,528	7,779	5,517,306	74,686

TOWN OF NEEDHAM
RTS ENTERPRISE FUND
STATEMENT OF APPROPRIATIONS
AND EXPENDITURES
YEAR ENDED JUNE 30, 1999

	FY98 Continued Appropriations	Annual Town Meeting Appropriation	Special Town Meeting Amendments	Reserve Fund Transfers	Total Available for Expenditure	Disbursements to Date	FY99 Encumbrances	Total Expenditures	Unexpended Returned to Surplus
RTS Department									
915 Salaries		417,229			417,229	362,647		362,647	54,582
916 Purchase of Service		1,226,440	(315,229)		911,211	631,739	1,568	633,307	277,904
917 Expenses		219,080	(67,860)		151,220	76,538	3,776	80,314	70,906
918 Capital Outlay		0			0	0		0	0
919 Emergency Repairs		0			0	0		0	0
920 Debt Service		232,000	(9,185)		222,815	222,815		222,815	0
		2,094,749	(392,274)	0	1,702,475	1,293,739	5,344	1,299,083	403,392

Reprints \$10.00/each

Picturesque Building Lots



"A fine residential neighborhood."

C. D. Hicks,
Officers, 501, R.R. Torment, Bldg., Boston, 189

Dear Sir:

I take pleasure in inviting you to an informal opening of the Needham and Boston Street Railway Company on Wednesday, June 28th at three o'clock in the afternoon. The cars will leave Depot Square at Needham at that time for Spring Street station and on their return a lunch will be served in the Masonic Hall.

This will not take place however until the following day in case any serious rainstorm intervenes that will in any way interfere with the completion of the construction of the road.

Yours truly,

C. Atherton Hicks.

Invitation to the
opening of the
Needham Boston
Street Railway
Company

REFERENCE

TOWN OF NEEDHAM BALANCE SHEET GENERAL FUND JUNE 30, 1999

CASH	\$7631,107
TAXES RECEIVABLE:	
Personal Property	\$98,760
Real Estate	<u>\$710,161</u>
	\$808920
ACCOUNTS RECEIVABLE:	
Motor Vehicle Excise	\$1,766,361
Deferred Real Estate	\$455,205
Tax Title	\$645,380
Betterments	\$34,397
Other Departmental	<u>\$971,910</u>
	\$3,873,253
LESS:	
Allowance for Abatements & Exemptions	\$(629,218)
TOTAL ASSETS	<u>\$11,684,062</u>
LIABILITIES:	
Deferred Revenue	\$4,126,733
Other Liabilities	<u>\$25,819</u>
	\$4,152,552
FUND EQUITY:	
Reserved For Encumbrances	\$650,988
Reserved for Abatements & Exemptions	\$629,218
Reserved for Continuing Appropriations	\$34,673
Reserved for Expenditures	\$2,900,719
FY2000 Real Estate Revenue Collected in FY'99	\$19,192
Overlay Surplus	<u>\$730,976</u>
	\$4,965,765
UNRESERVED FUND BALANCE	\$2,565,745
TOTAL LIABILITIES AND FUND EQUITY	<u>\$11,684,062</u>

TOWN OFFICIALS ELECTED

Assessors

Thomas J. Mulhern '02
David R. Suny '00
James M. Zeiger '01

Board of Health

Edward V. Cosgrove '02
Alan K. Stern '00
A. Raymond Taurasi '01

Commissioners of Trust Funds

Michael M. Monahan, '02
Karl Schofield '00
Patrick C. Forde '01

Constables

William F. Hines '02
Walter A. Wright '02

Housing Authority

Richard W. Gatto '03
Christine H. Miara '04
Sharon C. O'Brien '01
Paulette J. Turner '00
Bahi Reda '01

Moderator

Michael K. Fee '00

Park and Recreation Commission

Thomas J. Conroy '00
Jeffrey I. Meropol '01
Philip Robey '02
James F. Sargent '01
Richard P. Weitzen '00

Planning Board

Devra G. Bailen '03
Frank S. Gallelo '01
Maurice P. Handel '00
Paul Killeen '04
Robert T. Smart, Jr. '02

School Committee

Irwin Silverstein '01, Chairman
Paul F. Denver '00
Donald B. Gratz '00
Michael F. Hourigan '00
Karen N. Price '02
Jeffrey J. Simmons '01
Susan Welby '02

Selectmen

William M. Powers '00, Chairman
John H. Cogswell '02
Daniel P. Matthews '01
Paul Theodore Owens '00
Gerald A. Wasserman '02

Town Clerk

Theodora K. Eaton '01

Trustees of Public Library

Lois C. Bacon '01
Thomas M. Harkins '02
Gail B. Hedges '01
Sally B. Powers '02
Emily Salaun '00
Gregory J. Shesko '00
Mary Lou Twickler '00

Trustees of Memorial Park

Willaim R. Dermody '00
John S. Gallelo '02
John J. Logan, Jr. '00
Charles J. Mangine '01
Catherine Schneider '00

APPOINTED BY THE SELECTMEN

Animal Control Officer

Harry Greenlaw

Assistant Town Administrator/ Personnel Director

Kate Fitzpatrick

Deputy Custodian of Buildings

and Grounds
David L. Scallill

Director of Emergency Management

Charles J. Rizzo

Director of Finance

Robert Addelson

Director of MIS

Robert A. Burke

Director of Public Works

Richard P. Merson

District Director of Veterans'

Services/Veterans' Burial

Agent/Veterans' Graves Officer

John J. Logan, Jr.

Fire Chief and Superintendent of Fire

Alarm/ Forest Warden

Robert A. DiPoli

Inspector of Buildings

Ermand H. Lavigne

David Gerber (sub)

Inspector of Plumbing and Gas

Andrew Brown

Robert Hapuman (sub)

Jim Sullivan (sub)

Inspector of Wiring

Ernest J. Hohengasser

James Trudeau (sub)

Richard Greaves (sub)

John Anzivino (sub)

John McAward

Local Buidling Inspector

Daniel P. Walsh

Police Chief and Keeper of the Lockup

William G. Slowe

Sealer of Weights and Measures

William James Whalen

Superintendent, Garage

Stephen J. Hawes

Superintendent, Highway

Lark Flynn

Superintendent, Parks/Forestry

John Cusick

Superintendent, Water/Sewer

Robert A. Lewis

Town Administrator

Carl F. Valente

Town Comptroller

Amela A. Leduc

Town Counsel

David S. Tobin

Town Engineer

Anthony DelGaizo

Treasurer and Tax Collector

Welyn M. Poness

Ad Hoc Insurance Advisory Committee

Robert H. Shapiro, Chairman

Richard Davis

Wells H. Fischer

William H. Niblock, Jr.

Paul Winnick

Annual Town Report Committee

Jane A. Howard

Carl F. Valente

Board of Appeals

Michael A. Crowe

Jon P. Schneider

William J. Tedoldi

Susan Glazer, Associate

Gregory Condon, Associate

Cable Television Advisory Committee

Jon Tampkin, Chairman

Siben Dasgupta

John Fountain

Arnold M. Goldstein

Michael Greis

John J. Logan, Jr.

James Modena

Ford H. Peckham

Lios Sockol

Commission on Disabilities

Elaine Saunders, Co-Chair

Maureen T. Gallagher, Co-Chair

Frank DerSarkesian

Gertrude Farnham

Jeanie Martin

James A. Mayo

Patrice Snellings

Carl F. Valente

Colin T. Wise

Conservation Commission

Roy A., Cramer, Chairman

Alan Brand

William C. Ely

John D. Marr, Jr.

Marsha Salett

Carl Shapiro

Lisa A. Standley

Cultural Council

Susan Anderson

Emily Dreifus

Robert Enos

Michelle French

John A. Jensen

Vasilia Laskaris

Harriet D. Tippet

Data Processing Advisory Board

Irwin Weiss, Chairman

Robert Addelson

John R. Allison

Charles J. Barbagallo

Karen Brown

Robert W. Burke

Paul Messias

Peter van Amson

Economic Development Advisory Committee

Gregory M. Casey

John Cogswell

Gregory Condon

Louise Condon

Richard Davis

John Edgar

Bruce Eisenhut

Richard Epstein

Bernard Ford

Jeffrey Friedman

George Guinta

Maurice Handel

Douglass Landry

Dori Mock

Lee Newman

James O'Sullivan

Mary Lou Twickler

Carl F. Valente

Gerald A. Wasserman

Glover Enterprise Fund Committee

David Devine, Chairman

Paul Attridge

Cynthia Chaston

Francesco DeVito

George H. Hoffmeister

Ronald Ruth

Carl F. Valente (ex-officio)

Historical Commission

Carol J. Boulris

Norman A. Homsy

Louis Hutchins

Elizabeth Rich

Human Rights Committee

Bobbie Alicen

Anita Brown

Bud Cederholm

Trudi Farnham

Edith Garrison

James Glickman

Helen Hicks

Karen Hoffman

Miriam Kronish

Wayne Purnell

Bahi Reda

A. Fay Remnitz

Gordan Riedell

William G. Slowe

Katherine Swindell

Michael Vaughn

New England Business Center - Economic Development Advisory Committee

Lee Barnes

George Berejik

John H. Cogswell

Steve Duncan

John Edgar

Kenneth Epstein

Richard Epstein

Joe Feinteuch

Maurice Handel

Tony Hatoun

Carmelo Iriti

Kathy Kalley

William Kelley

Helen Krawiecki

Mark Kukulski

Sam Mancini

John Nighosian

Joe Norton

Jonathan Penn

Melanie Prescott

Alexander Prohodski

Ted Saracino

Dean Scholusser

Howard Schwartz

Peter Sougacides

John Terrazzino

Mary Lou Twickler

REFERENCE

Physical and Biological Sciences Committee

MaryDiolys Anderson
David Bellinger
Andrew Bogdan
Thomas Fuller
John D. Genova
Jeffrey Kleiman
Eric D. Leskowitz
William M. Powers
Robert T. Smart, Jr.
Irwin Silverstein
Peter Valberg

Registrars of Voters

John W. Day, Chairman
Barbara Doyle
Mary J. McCarthy
Theodora K. Eaton, ex-officio

Solid Waste Recycling Committee

Saul Adams
John Bulain
John H. Cogswell
William Dermody
John Frankenthaler
Jeffrey Heller
David Klebanoff
Robert A. MacEwen
Eugene McMorro
Kevin Pichetti
Barbara Popper
Stephen Popper
Rachael Spector
Robert Therrien
Gerald A. Wasserman

Stephen Palmer Rent Review and Tenant Selection Committee

Gary Petrini
Patricia Forte
Robert T. Heald

Water and Sewer Rate Structure Committee

John Cogswell
Richard W. Coleman
Paul Cooley
John P. Cosgrove, Jr.
John D. Marr, Jr.
Gerald Rovner
Stanley Stanzin
Bonnie Tower

APPOINTED BY THE MODERATOR

Finance Committee

Paul T. Milligan, Chairman
Michael Crawford
James G. Healy
Susan R. Herman
Michele M. McQuillen
Ford Peckham
Ronald Ruth
Paul G. Smith
Gerard G. Sullivan, Executive Director

Personnel Board

Richard Creem
Patricia A. Forde
Gerard Frawley
Vivian Hsu
Richard Lunetta

APPOINTED BY THE ELECTED AND APPOINTED BOARDS

Administrative Assessor

James C. Weidenfeller

Assistant Town Clerk

Helen Atkinson

Building Construction and Renovation Manager

Steven Stewart

Director of Municipal Building Maintenance

Mark Lafleur

Director of Public Health

Fredric L. Cantor

Director of Youth Commission

Jon Mattleman

Environment Health Agent

Jane Anderson

Executive Director, Council on Aging

Sharon Lally

Executive Director, Needham Housing Authority

Cynthia Howe

Library Director

Ann MacFate

Planning Director

Lee Newman

Park and Recreation Director

Patricia M. Carey

Superintendent of Schools

Stephen Theall

Community Center Study Committee

Patricia M. Carey
William Dermody
Helen Jursek
Thomas Harkins
Keith McClelland
Catherine Parnell
Betsy Tedoldi
Susan Welby

Contributory Retirement Board (under vote of Town 11/3/36)

Evelyn Poness, by Selectmen Chairman,
Kate Fitzpatrick, by Selectmen
Thomas A. Welch, II,
by vote of employees and retirees
John P. Krawiecki,
by members of the Retirement Board

Council on Aging

Robert Batchelder, by Selectmen
Roma Jean Brown, by Library Trustees
William T. Burke, by Selectmen
Elizabeth Casey by Board of Health
Morris Dettman by Selectmen
Trudi J. Farnham by Housing Authority
Helen Hicks by Selectmen
Eleanor Jacques by Selectmen
Vivian D. McIver by Selectmen
Ruth Moy by Selectmen
George Shannon by Park and Recreation
Nina Silverstein by School Department
Betsy Tedoldi by Selectmen

Design Review Board

Enrique Bellido
Eugene R. Bolinger
Mark Gluesing
Dori B. Mock
Alexander Prohodski
Jeffrey M. Sackowitz
Fred Sklar
Stephen Tanner,

Future School Needs Committee

James Lamenza, by Moderator, Chairman
Mary Riddell by League of Women Voters
Marjorie Margolis by Moderator
Loretta O'Grady by PTC President's Council
Kathryn Wescott, by Selectmen
Jeff Simmons, by School Committee
Roger Toran by Planning Board

Municipal Building Maintenance Board

Patricia Carey
Ann MacFate
Richard P. Merson
Stephen Theall
Carl Valente

Permanent Public Building Committee

Cynthia Chaston
John Connelly
Theodore Crowell
George Kent
Barbara Lyons-Enos
Elizabeth Ann Mela
Gary Petrini
Edward Quinlan
Steven Rosenstock
Robert Wear

Transportation Committee

Duncan Allen by Selectmen
Neil O. Alper by Planning Board
Richard Creem, by Selectmen
Linda Hoard, by Planning Board
Jane A. Howard by Moderator

Youth Commission

Deborah Winnick, Chairman, by Selectmen
John Romeo, by Moderator, Chairman
Thomas Lambert, by Police Chief
Lorene Whyte, by School Committee
Colleen F. Schaller by Park and Recreation
Barbara Popper by Finance Committee
Joshua Brodsky, by School Department
Brian Heneghan, by School Department

effective 1/1/00

TOWN MEETING MEMBERS

AT-LARGE 1999

MICHAEL K.FEE 137 Fox Hill Road
 HEODORA K. EATON 51 Bonwood Road
 AUL THEODORE OWENS 31 Hamlin Lane
 #B31
 ANIEL P. MATTHEWS 31 Rosemary Street
 JOHN H. COGSWELL 1479 Great Plain Avenue
 ERALD A. WASSERMAN 80 Rolling Lane
 WILLIAM M. POWERS 47 Scott Road
 AVID R. SUNY 62 Emerson Road
 EDWARD V. COSGROVE 17 Laurel Drive
 THOMAS M. HARKINS 41 Laurel Drive
 HILIP V. ROBEY 12 Fletcher Road
 ROBERT T. SMART, JR. 25 Mayo Avenue
 WIN SILVERSTEIN 44 Reservoir Street
 JOHN J. LOGAN, JR. 277 Warren Street

PRECINCT A 2002

ATHLEEN BOOTHBY 26 Seabeds Way #16
 ICHARD S. CREEM 12 Gary Road
 ATHRYN L. D'ADDESIO 210 Hillside Avenue
 AUL V. KELLY 77 William Street
 ORTON S. PARKER 3 Wayne Road
 LSIE ROBINSON 127 Noanett Road
 ETER J. VanANAMSON 127 Ardmore Road
 AVID R. JOHNSON 87 Taylor Street

2001

ICHAELA A. CERUNDOLO 58 Taylor Street
 LAN S. FANGER 81 Gary Road
 OBERT E. HOBAN, JR. 104 Hunnewell Street
 ICHARD S. LUSKIN 53 Wayne Road
 ADELINE A. PAGE 757 Highland Avenue
 #219N
 AREN N. PRICE 386 Central Avenue
 LANCHE D. RANDALL 62 Noanett Road
 DNEY RANDALL 62 Noanett Road
 ERBERT ROBINSON 127 Noanett Road

2000

LAN J. DAVIDSON 26 Elder Road
 JOHN D. GENOVA 11 Jennifer Circle
 CHARD D. LEMPITSKI 23 River Park Street
 EVERLY E. LUSKIN 53 Wayne Road
 LVIA SHUMAN 29 Yale Road
 JTH P. SISKOWITZ 19 Jennifer Circle
 UISE P. SWANSON 20 Lakin Street
 ORIS O. WALDSTEIN 20 Wayne Road
 GEORGE TARALLO 76 Ardmore Road

PRECINCT B 2002

GEORGE BAIERLEIN 50 Nardone Road
 OBERT D. FRIEDMAN 20 Glendale Road
 JAN M. GLAZER 64 Booth Street
 ICHAEAL J. GRAHAM 150 Brookside Road
 JZABETH ANN MILLS 177 Jarvis Circle
 EVEN ROSENSTOCK 44 Bess Road
 ARRIETT D. TIPPETT 78 Clarke Circle
 JOT M. WEINSTEIN 48 Damon Road
 GEORGE GIUNTA, JR. 604 B Central Avenue

2001

EBORAH H. ANASTAS 165 Brookside Road
 HN C. HALFREY 53 Hunnewell Street
 ISABETH A. HARRIS 82 Cynthia Road
 UDI R. IDE 160 Brookside Road
 NDRA E. JASZEK 18 Crescent Road

AMY L. MacAVERY 10 Hollow Ridge Road
 MEREDITH P. PAGE 19 Glendale Road
 A. FAY REMNITZ 56 Pershing Road
 DONALD R. STEINBERG 64 Damon Road

2000

WILLIAM E. DUNCAN 18 Pine Grove Street
 ETHAN F. FENER 40 Tanglewood Road
 JOHN J. FRANKENTHALER 33 Brookside Road
 JASON L. LEVY 207 Rosemary Street #4
 ALBERT E. MILLS 177 Jarvis Circle
 JOHN R. MOYNIHAN 89 Glendale Road
 RICHARD B. MOODY 22 Parish Road
 RICHARD B. REMNITZ 56 Pershing Road
 JOHN F. WHALEN, JR. 297 West Street

PRECINCT C 2002

PAUL S. ALPERT 116 Pine Street
 LAURENCE G. EATON 51 Bonwood Road
 JOHN W. LEBOURVEAU 865 Central Avenue
 #G303
 RUTH Z. NADOL 640 Charles River Street
 SHEILA G. PRANSKY 100 Mayflower Road
 CHARLES A. THOMPSON 865 Central Avenue
 #A406
 SARAH ANN TORAN 945 Central Avenue

2001

STANTON H. DAVIS 54 Mackintosh Avenue
 EVELYN S. DOW 494 High Rock Street
 WILLIAM H. DUGAN, JR. 29 Pine Street
 CHRISTINE M. HARVEY 80 Mackintosh Avenue
 EVERETT E. HICKS 8 Howe Road
 CARL J. LUEDERS 34 Whitman Road
 RITAA RUSSIAN 39 Alden Road
 JONATHAN D. TAMKIN 60 Bonwood Road
 RICHARD LEE MITCHELL 517 Grove Street

2000

JAN D. CAMPBELL 461 Charles River Street
 EUGENE S. CIOLFI 70 Bonwood Road
 PATRICK J. HYLAND 73 Stewart Road
 LYN ROBBINS-JEKOWSKY 530 High Rock Street
 DANIEL L. LINTZ 71 Fuller Brook Avenue
 DAVID W. LOMBARD 44 Colonial Road
 DANIEL P. MESSING 1725 Great Plain Avenue
 MARY J. P. O'BRIEN 27 Carol Road
 SANDRA BALZER TOBIN 59 Winding River Road
 MARK J. GLUESING 48 Mackintosh Avenue
 ERIC D. LESKOWITZ 23 Tolman Street

PRECINCT D 2002

LOIS C. BACON 29 Harding Road
 CAROL JOHNSON BOULRIS 203 Country Way
 JANICE G. HUNT 969 South Street
 PAUL KILLEEN 66 Henderson Street
 ANTONIO M. MANZON 53 Henderson Street
 CHRISTINE H. MIARA 36 Marked Tree Road
 SALLY B. POWERS 47 Scott Road

2001

JOAN E. ADAMS 1206 Great Plain Avenue
 SAUL ADAMS 1206 Great Plain Avenue
 KATHY L. KILLEEN 66 Henderson Street
 ELIZABETH B. KLOSS 1200 Great Plain Avenue
 KATHLEEN M. LEWIS 99 Linden Street
 RONALD L. MORRISON 110 Country Way
 A. RAYMOND TAURASI 119 Barrett Street

PATRICIA A. TAURASI 119 Barrett Street
 DIANE S. WEBBER 44 Oakcrest Road

2000

KARL H. CLAUSET, JR. 69 Sylvan Road
 CYNTHIA L. CONTURIE 96 Robinwood Avenue
 BRUCE T. EISENHUT 106 Marked Tree Road
 ROGER B. HUNT 969 South Street
 CHRISTINA W. MILLET 23 Chestnut Street
 ROBERT TODD PRATT 81 Sylvan Road
 THOMAS F. SOISSON 128 Maple Street
 JONATHAN TAMIR 188 Charles River Street
 CLAUDIA B. WALLACE 51 Yurick Road
 ROBERT A. THORNDIKE 28 Robinwood Avenue
 CHRISTOPHER J. CONDON 19 Overlook Road

PRECINCT E 2002

ROY A. CRAMER 137 Bradford Street
 MARK P. FACHETTI 187 South Street
 JANE A. HOWARD 119 Green Street
 FORD H. PECKHAM 26 Lawton Road
 MARYRUTH PERRAS 42 Oakhurst Circle
 CAROL A. TRACY 1087 Webster Street
 MARTIN L. B. WALTER 271 Edgewater Drive

2001

ROMA JEAN BROWN 30 Edgewater Lane
 LAWRENCE R. CUMMINGS 27 South Street
 ANN DERMARDEROSIAN 130 Fox Hill Road
 PAUL H. DURDA 149 Laurel Drive
 LINDA J. GEORGE 110 South Street
 JAMES G. HEALY 767 South Street
 JEAN C. MARTIN 139 Plymouth Road
 WILLIAM J. SUPPLE 75 Redington Road

2000

MICHELLE S. ARDINI 86 Sutton Road
 MARY JANE BAKER 914 Webster Street
 CYNTHIA J. CHASTON 119 Fox Hill Road
 RICHARD A. CAREY 68 Emerson Road
 JEFFREY A. KLEIMAN 103 Lawton Road
 LINDA J. NOVAK 20 Old Farm Road
 GARY J. UHL 16 Emerson Place
 ANDREA JAN WIZER 7 Emerson Road

PRECINCT F 2002

DAVID R. COX 9 Morton Street
 GILBERT W. COX, JR. 49 Colonial Road
 JOHN F. MILLIGAN 25 Blacksmith Drive
 JAMES HUGH POWERS 263 Nehoiden Street
 ELLEN T. SHERMAN 145 Meadowbrook Road
 MARK ANDREW WEISS 68 Meetinghouse Circle
 KATHLEEN D. WHITNEY 5 Kingsbury Street

2001

RICHARD W. DAVIS 233 Nehoiden Street
 ROBERT F. ENOS 38 Oakland Avenue
 BERNARD H. FORD 108 Garden Street
 MAURICE P. HANDEL 3 Rosemary Street
 CAROLYN R. McIVER 70 Pickering Street
 JOHN J. NAUGHTON, JR. 61 Warren Street
 GREGORY JOHN SHESKO 70 May Street
 VINCENT J. FABIANI 27 Lewis Street

2000

PHYLLIS S. FANGER 21 Oakland Avenue
 MEG HALE 48 Meadowbrook Road
 JEFFREY D. HELLER 1092 Central Avenue

REFERENCE

ELIZABETH M. KEIL 43 Kingsbury Street
EDITH B. MARTIN 21 Newell Avenue
CATHERINE R. PARNELL 1189 Great Plain Avenue
DONNELL F. O'DUGGAN 125 Meadowbrook Road
DEBORAH S. WINNICK 12 Mallard Road

PRECINCT G 2002

PATRICIA B. BUCKLEY 155 Fair Oaks Park
WILLIAM F. CONNORS 146 Melrose Avenue
MARY S. KENSLEA 76 Wilshire Park
CAROLINE D. MURRAY 156 Fair Oaks Park
PAUL O'CONNOR 108 Wilshire Park
KATHLEEN J. O'KEEFFE 49 Coolidge Avenue
JILL E. OWENS 98 Wilshire Park
THEODORE WEINER 88 Pleasant Street

2001

SUSAN W. ABBOTT 60 Otis Street
ROBERT T. HEALD 86 Eaton Road
JOANN MILES 96 Grant Street
WILLIAM J. MILES 96 Grant Street
BARBARA K. POPPER 31 Wilshire Park
SHEILA G. PULVER 24 Bradford Street
MARCIA B. YOUNG 76 Stevens Road

2000

RICHARD DeMEIS 126 Powers Street
MICHAEL P. HOURIGAN 267 Warren Street
HELEN JURSEK 45 Grant Street
JOHN J. ROMEO 22 Woodlawn Avenue
MARSHA C. SALETT 21 Eaton Road
CHARLOTTE B. SIDELL 40 Grant Street
RICHARD B. WEITZEN 66 Eaton Road
SUSAN WELBY 857 Webster Street

PRECINCT H 2002

THERESE A. BUCKLEY 42 Broad Meadow Road
MICHAEL A. DIENER 30 Kenney Street
JEFFREY KRISTELLER 138 Elmwood Road
ROBERT Y. LARSEN 150 Tudor Road

MARJORIE M. MARGOLIS 20 Mann Avenue
MARK McDONOUGH 173 Fairfield Street
PETER J. MEADE 1085 Greendale Avenue
RICHARD J. SAVAGE 15 Evans Road

2001

JOHN E. COMANDO 54 Norwich Road
PENNY E. GORDON 169 Broad Meadow Road
NANCY E. MCCARTHY 29 Sterling Road
EUGENE S. McMORROW 22 De Francesco Circle
LEROY J. NUTILE 60 Tudor Road
ARTHUR P. PHILLIPS 37 Appleton Road
BARBARA R. WILMOT 103 Hillcrest Road

2000

JOHN A. BULIAN 86 Peacedale Road
BRETT N. DORNY 26 Fairfield Street
PETER FRIEDENBERG 42 Douglas Road
ELLEN M. GRADY 34 Whittier Road
THOMAS H. HANNIGAN, JR. 28 Lancaster Road
DANIEL J. KUMIN 50 Highgate Street
ELIZABETH L. RICH 43 Rybury Hillway

PRECINCT I 2002

PAUL H. ATTRIDGE 59 Powers Street
NICHOLAS J. DAY 35 Morley Street
WILLIAM C. ELY 214 Hillcrest Road
ELIZABETH A. GILES 188 Highgate Street
SUSANNE D. HUGHES 6 Morningside Road
MAUREEN T. McCAFFREY 285 Manning Street
DAVID L. TANNOZZINI 57 Melrose Avenue
JILL C. KAHN-BOESEL 44 Brookline Street

2001

PETER W. ADAMS 134 Hillcrest Road
JOANE ALIBER 123 Beaufort Avenue
NEIL O. ALPER 245 Brookline Street
JOHN W. DAY 35 Morley Street
PAUL F. DENVER 7 Beaufort Avenue
MICHAEL J. GOLDBERG 18 Holland Street
MICHELE M. McQUILLEN 9 Holland Terrace
PAUL G. SMITH 35 Hawthorn Avenue

2000

GERALD R. BROWNE 242 Hillcrest Road
ALAN D. BURT 67 Washington Avenue
PATRICK C. FORDE 66 Washington Avenue
MARY LYNN HAMLIN 137 Hawthorn Avenue
KEITH M. McCLELLAND 110 Brookline Street
LORRAINE M. MURPHY 59 Beaufort Avenue
MICHAEL T. VAUGHN 130 Lindbergh Avenue
MAURA O. WALSH 49 Colby Street

PRECINCT J 2002

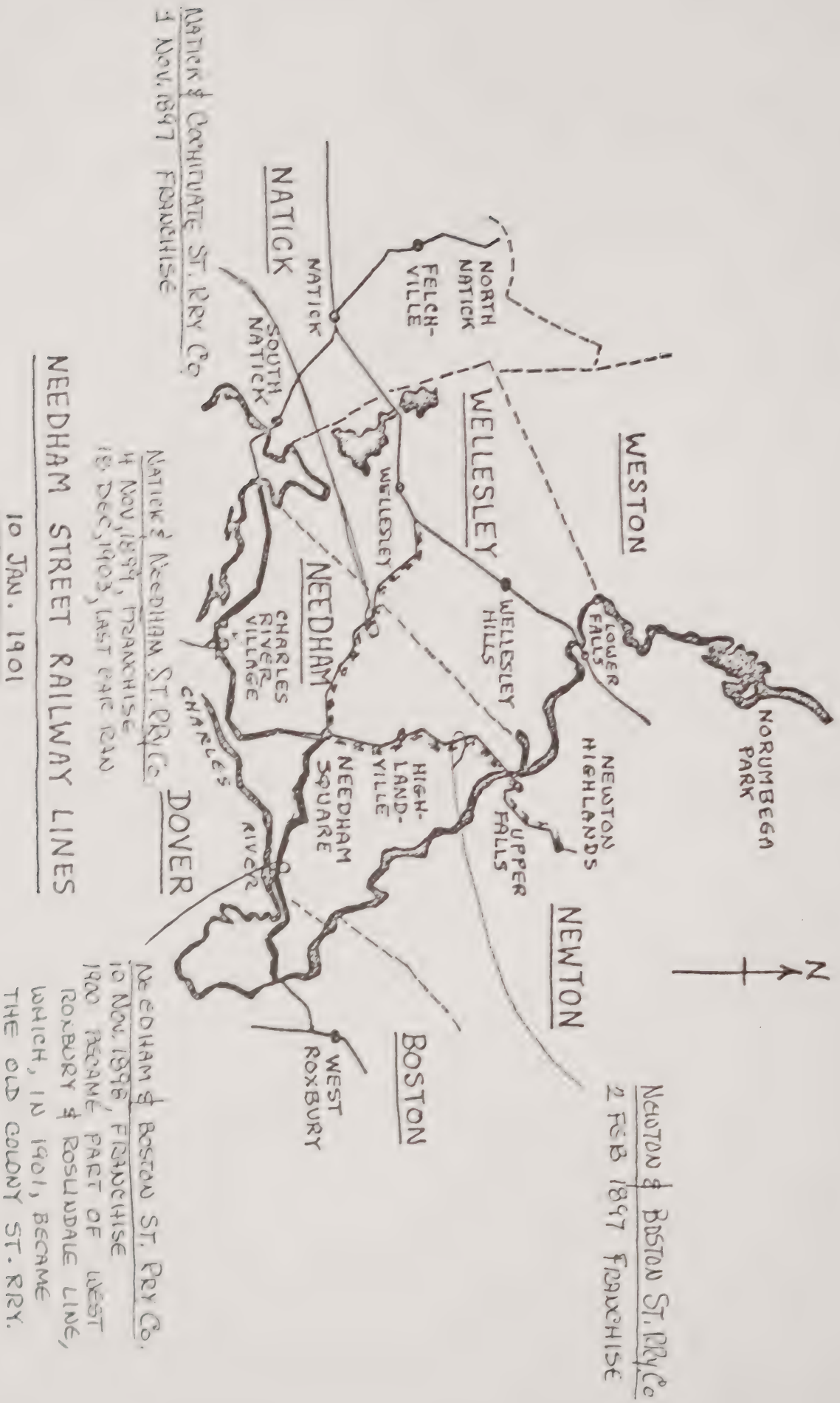
CHARLES H. CAHILL, JR. 111 Hoover Road
GREGORY M. CASEY 309 Greendale Avenue
BRADLEY M. CHRISTENSON 10 Mercer Road
DEBORAH A. COYLE 16 Lexington Avenue
BRIAN J. HALLAHAN 134 Richdale Road
MARY ELLEN 14 LaSalle Road
CARROLL-ROGAN 118 Manning Street
GEORGE F. SKINNER 68 High Street
BETSY M. TEDOLDI

2001

JANE BUTLER-LANE 312 Webster Street
JOHN P. CONNELLY 41 LaSalle Road
WILLIAM R. DERMODY 12 Concord Street
RICHARD W. EPSTEIN 75 Highland Terrace
MICHAEL J. GREIS 384 Webster Street
MARCIA C. MATHER 179 Paul Revere Road
JANE B. MURPHY 12 Mark Lee Road
EMILY M. SALAUN 101 Tower Avenue

2000

CATHERINE J. BARKER 13 West Street
SUSAN B. CONDON 409 Webster Street
SUZANNE M. DOISNEAU 32 Hoover Road
BARBARA J. DOWNS 51 Virginia Road
ROBERT A. DOWNS 51 Virginia Road
JOHN D. MARR, JR. 70 Greendale Avenue
ALFRED J. MURPHY 12 Mark Lee Road
MARGARET A. TUCKER 419 Webster Street



SPECIAL TOWN MEETING

WARRANT



TOWN OF NEEDHAM

MONDAY, NOVEMBER 16, 1998

7:30 P. M.

NEWMAN SCHOOL

CENTRAL AVENUE

NEEDHAM

COMMONWEALTH OF MASSACHUSETTS

Norfolk, ss.

To either of the Constables in the Town of Needham in said County, Greetings:

In the name of the Commonwealth of Massachusetts, you are hereby required to notify and warn the inhabitants of the Town of Needham qualified to vote in elections and in Town affairs to meet at the Newman Elementary School in said Town on

MONDAY, THE SIXTEENTH OF NOVEMBER , 1998

at seven-thirty in the afternoon, then and there to act upon the following articles, viz:

ARTICLE 1: AMEND ZONING BY-LAW - HEIGHT REQUIREMENTS FOR EDUCATIONAL USES LOCATED IN AN INSTITUTIONAL DISTRICT

To see if the Town will vote to amend the Needham Zoning By-Law, as follows:

- (a) In Section 4.2, Dimensional Regulations for Rural Residence-Conservation, Single Residence A, Single Residence B, General Residence, and Institutional Districts, Subsection 4.2.1, Table of Regulations, by adding a new footnote (h) under the Maximum Stories and Maximum Height columns in the Institutional row to read as follows:

“(h) Buildings and structures located in an Institutional District devoted to educational uses and uses accessory thereto and located at least 800 feet from any public way in the Town of Needham in existence as of September 1, 1998, shall have a maximum height in accordance with the following limitations:

<u>Roof Type</u>	<u>Average Height (feet)</u>	<u>Maximum Height at any single point (feet)</u>
Flat Roof	63*	68*
Sloping Roof Top of Roof	85	90
Wall, cornice or eave line	63*	68*
Gabled endwalls	63*	68*

There shall be no limit on the number of stories of such buildings. The foregoing limitations are not intended to supersede any of the requirements of the Massachusetts State Building

Code.

* The Board of Appeals may grant a Special Permit to allow the average height of a structure to increase as much as an additional seven (7) feet above the average height listed.”

- (b) In Section 4.2, Dimensional Regulations for Rural Residence-Conservation, Single Residence A, Single Residence B, General Residence, and Institutional Districts, Subsection 4.2.2, Height Limitation Exceptions, by revising the first paragraph thereof so that it shall read as follows (new language underlined):

“The maximum height regulation in Section 4.2.1 shall not apply to schools and municipal buildings which may contain three (3) stories or may be as high as forty (40) feet. Any municipal building which ceases to be a municipal building, because of a change of use or ownership, may continue to be used, maintained and reconstructed so as to contain up to the number of stories and the height which existed at the time of the change to non-municipal use or ownership. Notwithstanding the above, nothing contained herein shall in anyway limit the rights conferred under footnote (h) of Section 4.2.1, Table of Regulations.”

- (c) In Section 4.2, Dimensional Regulations for Rural Residence-Conservation, Single Residence A, Single Residence B, General Residence, and Institutional Districts, Subsection 4.2.2, Height Limitation Exceptions, by inserting a new second paragraph thereof to read as follows:

“In the case of schools or other buildings devoted to educational purposes and located in an Institutional District, including dormitories and accessory buildings, projections above a roof for housing elevator machinery, chimneys, ventilators, and mechanical flues or exhausts will not be subject to the height limitations in Section 4.2.1, footnote (h) or this Section 4.2.2. Such projections shall not occupy an aggregate area of the roof exceeding thirty-three percent (33%) of the total ground coverage of the building and no housing for elevator machinery or mechanical equipment (other than chimneys, ventilators and mechanical flues or exhausts), or the equipment itself, shall extend more than fifteen (15) feet above the main roof elevation. At no point shall any such projection exceed 90 feet above grade. The Board of Appeals shall have the authority to grant a Special Permit to permit a height of twenty-five (25) feet above the main elevation over an area of the roof not exceeding twenty percent (20%) of the total ground coverage of the building, to a maximum height at any point of ninety (90) feet above grade. The remaining thirteen percent (13%) of the area of the roof where such projections are allowed shall extend no more than fifteen (15) feet above the main roof elevation.”

- (d) In Section 4.2, Dimensional Regulations for Rural Residence-Conservation, Single Residence A, Single Residence B, General Residence, and Institutional Districts, Subsection 4.2.2, Height Limitation Exceptions, by revising the last paragraph thereof to read as follows (new language underlined):

“Towers, steeples, spires or domes of religious or government buildings, or educational buildings located in an Institutional District, are not limited by the maximum height

regulations contained in this Section or in Section 4.2.1.”

or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: No Position Taken

Article 1 Explanation: This article proposes to amend four sections of the Zoning By-Law which limit the height of educational buildings and structures located in an Institutional District. The amendments are offered by the Board of Selectmen and were developed by a committee of town officials and residents in an effort to guide the future development of the Olin College of Engineering. A summary of the substance of the proposed amendments follows.

Section 4.2, Subsection 4.2.1, Table of Regulations, would be amended by adding footnote (h) to the Table of Regulations under the maximum stories and maximum height on the Institutional District. The amendment would allow buildings or structures located at least 800 feet from existing public ways to be built as high as ninety (90) feet. The amendment would only affect buildings located in the Institutional District located along the Wellesley Needham border adjacent to the Babson College Campus. A portion of the proposed Olin College Campus is located in the Institutional District. The purpose of this amendment is to allow smaller building footprints and to eliminate the need to remove substantial tree cover. In addition, the amendment will enable the College to limit the amount of impervious surfaces at the site, which will contribute to the most efficient drainage plan.

Section 4.2.2 Height Limitations Exceptions, which provides a specific height limitation for schools and municipal buildings, would be amended to clarify that the 40-foot height limitation would remain in effect for educational and municipal buildings located outside of the Institutional District. The amendment would clarify that the standards of the proposed footnote (h) would apply only in an Institutional District.

Section 4.2.2 would also be amended to permit school buildings or other buildings for educational purposes located in Institutional Districts to install typical rooftop projections such as housing for elevator machinery, chimneys, ventilators and mechanical flues and exhausts. These projections would not be subject to the height limitations in Section 4.2.1, footnote (h), but would be limited to thirty-three percent (33%) of the total ground coverage of the building and may only extend fifteen (15) feet above the main roof elevation, not to exceed ninety (90) feet above grade.

Finally, the last paragraph of Section 4.2.2 would be amended to exclude towers, steeples, spires or domes of educational buildings located in an Institutional District from the maximum height regulations. At the present time, only religious and governmental buildings are excluded. This amendment would permit an educational institution located in an Institutional District to build a structure such as an ornamental tower or spire.

ARTICLE 2: **AMEND ZONING BY-LAW – MEDICAL OVERLAY DISTRICT**

To see if the Town will vote to amend the Needham Zoning By-Law, as follows:

- (a) Amend Section 1.3, Definitions, by adding the following at their appropriate alphabetical locations, replacing existing definitions of the same terms where they exist:

“Hospital - A facility licensed as a hospital under Section 51 of Chapter 11, M.G.L., and maintained for the purposes of caring for persons admitted thereto for diagnosis or medical, surgical, restorative or other treatment that is rendered within said facility. A hospital may include but shall not be limited to such related on-premises facilities as laboratory and radiology services, out-patient departments, medical equipment rentals, patient and retail pharmacy, physical, speech and occupational therapy, transitional care and rehabilitation respite, palliative care, birthing facilities, pediatrics, mental health and behavioral medicine, specialty clinics, radiation oncology, alternative medicine treatment, mobile diagnostic services, meeting and conference facilities, stock rooms, laundries, staff and administrative offices.”

“Community Hospital – An acute hospital in which a majority of the case mix consists of medical-surgical, pediatric, obstetric, and maternity cases, providing a broad range of health services primarily to those who work or live in Needham and surrounding communities, with no single dominant specialization.”

“Health-Care Facility – Premises licensed to provide care on a relatively long-term basis to persons admitted thereto, comprising nursing homes, rest homes, sanitariums, convalescent homes, hospices, long-term pediatric or geriatric care facilities, extended care or rehabilitation facilities, and physical, psychiatric, psychological, cognitive, or behavioral therapy facilities, whether or not owned by or affiliated with a hospital.”

“Medical Clinic - An institution or facility providing medical, surgical, dental, restorative or mental hygiene services to persons not accommodated overnight therein, under license as a clinic under Massachusetts General Laws, whether or not affiliated with a hospital or other health care facility.”

“Medical Services Building – Premises with occupancy limited to doctor’s offices, dentist’s offices, orthodontic services, psychiatric, psychological and other mental health services, radiology and laboratory services, sale, and repair of medical devices and equipment or other health care or health care services, whether or not owned or affiliated with a hospital, but not including those licensed as a clinic.”

“Medical Laboratory - A facility for the provision of testing, analytical, diagnostic, pharmaceutical or other health care support services, equipment or procedures, whether or not owned by or affiliated with a hospital.”

“Pharmacy - A facility for the sale of prescription and/or non-prescription drugs, medications, and medical supplies.”

- (b) Amend Section 2.1, Classes of Districts, by adding a new Medical Overlay District designation and category inserted immediately below “AP – Aquifer Protection”, to read as follows:

“M-Medical Overlay”

- (c) Amend Section 3, Use Regulations, by inserting a new Subsection 3.6, Medical Overlay District, to read as follows:

“3.6 Medical Overlay District

3.6.1 Purpose of District.

The purpose of the Medical Overlay District is to promote the health, safety and general welfare of the community through guiding the development and use of health care and related activities, primarily serving those who work or live in Needham with quality health care while minimizing potential adverse impacts upon nearby residential and other premises. Those purposes are to be achieved through establishing controls specifically for medical-related uses at locations where either such uses already exist or they would be appropriate because of access and other locational considerations.

3.6.2 Scope of Authority.

The Medical Overlay District is superimposed over rather than replacing underlying zoning districts. The regulations of this overlay district shall govern all new construction, reconstruction or expansion of new or existing buildings, and new or expanded uses, regardless of whether the use is medical-related or not, and regardless of whether the requirements of Section 3.6 are more or less restrictive than those of the comparable regulations for the underlying district at that location. Provisions of Section 3.6 shall supercede those of Section 3.2 Schedule of Use Regulations, Sections 4.2 through 4.7 (Dimensional Regulations), and Section 5.1.2 Required Parking. On all other matters, the provisions of the underlying districts shall continue to govern.

3.6.3 Allowed Uses. The following uses are allowed by right:

1. Community Hospital
2. Medical Clinic
3. Medical Services Building
4. Any of the following, but only if ancillary to and contained within a common structure with a community hospital:
 - a. Health Care Facility
 - b. Medical Laboratory

c. Pharmacy.

5. All uses allowed by right in the underlying zoning district at that location.
6. Buildings and uses accessory to 1-5 above, such as parking garage, gift shop, cafeteria, and day care facilities.

3.6.4 Special Permit Uses.

All uses permitted by special permit in the underlying district at that location may be allowed upon the issuance of a Special Permit by the Special Permit Granting Authority under such conditions as that Authority may require.

3.6.5 Multiple Buildings and Uses.

Notwithstanding the provisions of Section 3.2 (Schedule of Use Regulations), in the Medical Overlay District more than one building and/or use on a lot is allowed as a matter of right, so long as each building and/or use is in compliance with the requirements of Section 3.6 of this By-Law.

3.6.6 Dimensional Regulations for the Medical Overlay District.

3.6.6.1 Lot Area, Frontage and Setback Requirements

The lot area and lot frontage requirements of the underlying districts shall govern development in the Medical Overlay District. The following setback requirements shall apply in place of those of the underlying districts, including standing in place of provisions contained in Section 4.2.7 Reduction In Dimensional Regulations By Special Permit and in Section 4.4.8 of the Zoning By-Law imposing special limitations on premises located in business districts but abutting residential districts.

(a) Front setback: twenty (20) feet, except twenty-five (25) feet measured from any street having traveled way width exceeding thirty-five (35) feet as of October 8, 1998, and except thirty (30) feet from any street having a traveled way width less than thirty (30) feet as of October 8, 1998.

(b) Side and rear setback: ten (10) feet, except twenty (20) feet where measured from a residential district boundary not contained within the Medical Overlay District, and except that no setback is required where a lot principally used for a community hospital, medical clinic, or medical services building abuts another of those uses.

(c) Notwithstanding the above, parking structures containing four or more parking spaces shall be set back at least fifty (50) feet from any street having traveled way width less than thirty (30) feet.

3.6.6.2 Building Height Requirements

Maximum building height shall be fifty-five (55) feet. However, portions of a building exceeding the building height allowed in the underlying zoning district shall be set back from any street having a right-of-way width of less than fifty (50) feet behind a forty-five (45) degree bulk control plane beginning at the required setback line and the building height allowed in the underlying zoning district, except where no setback is required by Section 3.6.6.1. Mechanical penthouses above the roof shall be excluded from height limitations provided that they occupy not more than 30% of roof area and are set back from the roof edge by a distance no less than their height.

3.6.6.3 Building Bulk and Lot Coverage

Notwithstanding anything in the By-Law to the contrary, the maximum floor area ratio in the Medical Overlay District shall equal 1.0, exclusive of parking garages, interior portions of buildings devoted to off-street parking, and deck or rooftop parking. Uses in the Medical Overlay District shall not be subject to any other limitations on floor area ratio, lot coverage, or building bulk such as are contained in Sections 4.2.1, 4.4.2, and 4.4.7.

3.6.7 Required Number of Parking Spaces.

Notwithstanding anything in the By-Law to the contrary, in the Medical Overlay District the off-street parking requirements for hospitals, health care facilities, medical clinics, and medical services shall be the following:

- (a) If the site contains only a Medical Service Building or Medical Clinic, then at least seven (7) parking spaces per 1,000 square feet of gross floor area shall be provided.
- (b) If the site contains only a Health Care Facility, then at least one (1) parking space for every two beds plus one parking space for each employee on the two largest shifts combined shall be provided.
- (c) If the site contains a Hospital or a combination of Hospital with a Medical Services Building, Medical Clinic, and/or Health Care Facility, then the required number of parking spaces shall be computed as follows:
 - (1) For facilities designated as short visit ambulatory medical, dental and related health services (out-patient facilities in which a physician, physician's assistant or nurse practitioner typically sees three (3) or more patients per hour): seven (7) parking spaces per 1,000 square feet gross floor area.
 - (2) For all other facilities, the required number of parking spaces equals the sum of the following (not including beds, employees, or floor area in the short visit ambulatory facilities included under (1) immediately above):
 - (i) One parking space for each two hospital beds, critical care/intensive care beds, and observation beds; plus

(ii) One parking space for each two full-time equivalent employees who are generally on-site during the largest shift, including both hospital employees and other hospital-affiliated employees; plus

(iii) Two and one-half (2.5) parking spaces per 1,000 square feet of gross floor area designated for longer visit ambulatory diagnostic, treatment and rehabilitation services such as radiology, rehabilitation services, emergency services, day surgery, medical day care and radiation oncology. Such services are characterized as requiring substantially more clinic time per visit than the services provided in the short visit ambulatory facilities designated under (1) above.

3.6.8 Site Plan Review Requirements.

“For Major Projects in the Medical Overlay District, the Planning Board shall consider, in addition to all the factors listed in Section 7.4.6(b), the extent to which the traffic impact and driveway openings are consistent with the maintenance of the suburban, residential character of all predominantly residential streets and portions of streets nearby the premises (for example, such as School, Lincoln, Grant, Warren, Pleasant, and Kimball Streets relative to the BI-Deaconess site as of 1998); provided that a project proponent shall (i) compare the vehicle-trip volumes projected for those streets five years in the future with and without the proposed project, and (ii) describe its efforts to manage traffic and locate and design driveway openings so as to minimize any increase in traffic on such streets.”

- (d) Amend Section 7.4.2 (Site Plan Review) Definitions, of the By-Law by adding the following as the final paragraph thereof:

“In the Medical Overlay District, a MAJOR PROJECT is any construction project that involves the creation of twenty (20) or more new off-street parking spaces, any project that results in any new curb or driveway cut, or an increase in gross floor area of 5,000 or more square feet. A MINOR PROJECT is any construction project that involves an increase in gross floor area of more than 2,500 square feet but less than 5,000 square feet, and the project cannot be defined as a Major Project.”

or take any other action relative thereto.

INSERTED BY: Planning Board

FINANCE COMMITTEE RECOMMENDS THAT: No Position Taken

Article 2 Explanation: Article 2 proposes to create a Medical Overlay District. Article 3 proposes to change the Zoning Map to reflect the boundaries of the new Medical Overlay District at the location of the Deaconess Glover Hospital.

The creation of the Medical Overlay District is intended to promote the health, safety and general welfare of the community through effective land use planning. It is an effort to facilitate the continued use and development of health care and related activities so as to achieve development

of a nature which represents the best use of the land in relation to, and with minimal adverse impacts on, Needham's residential and other commercial districts.

Glover Memorial Hospital was owned and operated by the Town of Needham for over 80 years. In 1994, acting under the authority granted it by Town Meeting, the land on which the hospital operated, and the improvements thereon, were sold to the private sector. At that time, the Town pledged to facilitate a re-zoning process to permit the hospital to regenerate itself and remain viable and the hospital pledged to initiate an open planning process with the Town of Needham to address the range of issues related to institutional growth and development. The results of that planning effort are contained in the two articles before you and were contributed to by many sources, including two community workshops and the detailed review and input of the Medical District Study Committee. Hospital staff and consultants have been helpful and cooperative throughout and have made major revisions to their building proposal in response to suggestions arising through the Town's zoning study.

The existing hospital contains approximately 89,000 square feet of space and is made up of four distinct sections - the Administration wing (constructed in 1926), the North wing (facing Lincoln Street and constructed in 1938), the South wing (constructed in 1962), and the Radiology wing (constructed in 1976). The hospital presently contemplates two phases of construction activity that will involve the demolition of the Administration wing, may involve demolition of a portion of the North wing, construction of new space on top of the Radiology wing and on the site of the Administration wing (to be completed in two phases), and the construction of a parking garage. The square footage of the hospital after completion of both phases of work (exclusive of the parking garage) will be no more than 152,000 square feet.

It is recognized that the present "campus" of Deaconess Glover Hospital consists of land partially in the Chestnut Street Business District and partially in the General Residence District. The boundary between the two zoning districts runs through the buildings located on the land. The hospital and ancillary uses presently operate as nonconforming structures and uses. It is further recognized that the medical profession and delivery of health services is a rapidly advancing, changing and competitive field. The enactment of this Zoning By-law is a recognition of the long standing benefit that Deaconess Glover Hospital affords the Town of Needham, and the fact that it is in the Town's long range best interest to promote and regulate the future development of the area for health care purposes.

The intention of Article 2 is to frame regulations that would allow a development similar in scale to that which is described above. The regulatory approach being proposed is to have the Town Meeting adopt non-discretionary rules regarding most aspects of development, subject only to the usual Site Plan Review procedures. That enables developers of medical facilities and those impacted by them to know in advance what will or will not be allowed, and avoids the delay, dispute, and diversion of effort that often accompany discretionary processes, such as that for special permits. A summary of the substance of the proposed amendment is as follows:

- (1) The area comprising the district is bounded by Chestnut Street to the west, School Street by the north, Lincoln Street by the east, and the southern edge of parcels 53 and 54 (the*

“Needham Pediatrics” building and the “Needham Apothecary” building) to the south.

- (2) A clarification of the definitions of various health care facilities including introduction of a “Community Hospital”. Narrow limits on allowable “hospital” use to assure a community hospital with broad services.*
 - (3) The enumeration of uses to be allowed by right and by special permit in the Medical Overlay District will eliminate the anomaly of the bulk of the hospital being located in a residential zone.*
 - (4) Consolidating dimensional regulations for the Medical Overlay District (e.g., lot area, frontage, setback, building height, building bulk and lot coverage, etc.) in this article. A maximum building height of 55 feet is proposed in order to accommodate modern design requirements of medical facilities. A limit on the allowable amount of floor area in relation to lot area is provided. Setbacks as well as additional restrictions on height designed to refocus redevelopment efforts closer to Chestnut Street and away from Lincoln Street have been included. Coordinated limits on building height and setback: higher elements must be further back from streets such as Lincoln Street.*
 - (5) Parking requirements that reflect the actual types of medical activity involved, and that assure avoidance of parking over-spill. Off-street parking requirements for medical uses have been expanded over what is presently included in the By-Law. In particular, the present off-street parking requirement for medical office buildings and clinics has been increased from 1 space per 300 square feet of gross floor area to 7 spaces per 1,000 square feet of gross floor area for short term ambulatory, medical, dental and related health facilities. Longer term ambulatory, diagnostic, treatment and rehabilitation services such as radiology, rehabilitation services, emergency services, day surgery, etc., are 2.5 parking spaces per 1,000 square feet.*
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ARTICLE 3: AMEND ZONING BY-LAW – MAP CHANGE TO MEDICAL OVERLAY DISTRICT

To see if the Town will vote to amend the Needham Zoning By-Law by amending the Zoning Map to place in the Medical Overlay District all that land in the area bounded and described as follows, superimposing that district over the existing Chestnut Street Business and General Residence Districts:

“The parcels shown on Needham Assessor’s Map No. 47 as Parcels 51-55, bounded and described as follows: beginning at the intersection of the eastern sideline of Chestnut Street and the southern sideline of School Street, thence easterly along the southern sideline of School Street to the intersection of School Street and Lincoln Street, then southerly along the western sideline of Lincoln Street approximately six hundred feet to the southern boundary of Parcel 53 shown on Needham Assessors Plan No. 47, thence westerly approximately 150.00 feet along the southern boundary of said Parcel 53, thence southerly approximately 40 feet by the southern boundary of Parcel 54 shown on said Needham Assessor’s Map, thence westerly approximately 178.74 feet along the southern

boundary of said Parcel 54 to the eastern sideline of Chestnut Street, thence northerly along the eastern sideline of Chestnut Street to the point of beginning.”

or take any other action relative thereto.

INSERTED BY: Planning Board

FINANCE COMMITTEE RECOMMENDS THAT: No Position Taken

Article 3 Explanation: This article describes the geographical boundaries of the new Medical Overlay District which would generally include all that land now zoned Chestnut Street Business and General Residence and lying between Chestnut Street and Lincoln Street and between School Street and the southern boundary of property located at 111 Lincoln Street and 220 Chestnut Street (the “Needham Pediatrics” building and the “Needham Apothecary” building) .

ARTICLE 4: AMEND ZONING BY-LAW - ADULT USE DISTRICT REGULATIONS

To see if the Town will vote to amend the Needham Zoning By-Law, as follows:

- (a) In Section 3.5, Adult Uses Overlay Districts, Subsection 3.5.3 Definitions, by revising the second, third, and fourth paragraphs, so that they shall read as follows (new language underlined):

“Adult Bookstore - an establishment having at least fifteen (15%) percent of its stock in trade, books, magazines, and other matter which are distinguished or characterized by their emphasis depicting, describing, or relating to sexual conduct or sexual excitement as defined in M.G.L. Chapter 272, Section 31.”

“Adult Video Store - an establishment having at least fifteen (15%) percent of its stock in trade, videos, movies, or other film material which are distinguished or characterized by their emphasis depicting, describing, or relating to sexual conduct or sexual excitement as defined in M.G.L. Chapter 272, Section 31.”

“Adult Paraphernalia Store - an establishment having at least fifteen (15%) percent of its stock devices, objects, tools, or toys which are distinguished or characterized by their emphasis depicting, describing or relating to sexual conduct or sexual excitement as defined in M.G.L. Chapter 272, Section 31.”

- (b) In Section 3.5, Adult Uses Overlay Districts, Subsection 3.5.6 Special Permit Standards for Adult Uses, by adding the following paragraphs (d), (h), and (i); and by redesignating existing paragraph (d) as paragraph (e), existing paragraph (e) as paragraph (f), existing paragraph (f) as paragraph (g), existing paragraph (g) as paragraph (j), existing paragraph (h) as paragraph (k), existing paragraph (i) as paragraph (l), and existing paragraph (j) as paragraph (m):

“(d) All building openings, entries, and windows shall be screened in such a manner as to prevent visual access to the interior of the establishment by the public.”

- “(h) The Adult Use shall comply with all dimensional and parking requirements set forth in Section 5.1 Off-Street Parking Requirements of this By-Law. In addition, no off-site parking as is allowed by right in Section 5.1.3(m) and as is allowed by Special Permit in Section 3.2.1, shall be permitted.”
- “(i) If the Adult Use allows for the showing of films or videos within the premises, the booths in which the films or videos are viewed shall not be closed off by curtains, doors, or screens. All such booth openings shall be clearly seen from the center of the establishment.”

or take any other action relative thereto.

INSERTED BY: Planning Board

FINANCE COMMITTEE RECOMMENDS THAT: No Position Taken

Article 4 Explanation: This article proposes to place additional restrictions on adult uses as defined in state law. The first amendment would clarify the definition of the words “substantial” and “significant” by defining an adult bookstore, adult video store, and adult paraphernalia store, as one in which at least fifteen (15%) percent of the businesses stock in trade is distinguished or characterized by its emphasis on sexual conduct or sexual excitement as defined in M.G.L. Chapter 272, Section 31. While the present Zoning By-Law defines an adult business as having “a substantial or significant portion of its stock in trade” classified as sexual, there is no clear definition of the words “substantial” or “significant.” The second amendment would prohibit adult use businesses from having booths for viewing videos unless the booths are open, without screens or doors. The video would have to be clearly visible from all parts of the store. The third amendment would prevent adult use businesses from using off-site parking, thereby limiting the size of said businesses. Finally, the fourth amendment would require that building openings, entries, and windows be screened in such a manner as to prevent visual access to the interior of the establishment by the public.

The above amendments are offered as a follow-up to the May 1998 Annual Town Meeting at which time Town Meeting member Ms. Elsie Robinson offered a number of suggested revisions to the then proposed adult use Zoning By-Law. While some of the amendments offered by Ms. Robinson passed last spring, the Planning Board recommended studying other proposed amendments further before Town Meeting acted on the matter. The amendments presented in this article have received that further study and are now recommended by the Planning Board for your approval.

ARTICLE 5: ABANDON SEWER EASEMENT - REAR OF 80 CHARLES STREET

To see if the Town will vote to authorize the Board of Selectmen, in the name of the Town, to abandon a certain sewer easement the Town presently owns at the rear of 80 Charles Street and more fully shown as “Area of Existing Town of Needham Sewer Easement to be Abandoned, Reference Deed Book 2712, Page 315, of a plan entitled, Easement Plan of Land in Needham, Massachusetts (Norfolk County), July 2, 1998, Scale 1” = 30', Owner: Richard & Kenneth Epstein, Trustees;” on file at the Department of Public Works - Engineering Division. Prepared by Bradford Saevitz &

Or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article Be Adopted

Article 5 Explanation: *As part of the proposed development of 161 and 163 Highland Avenue, the owner agrees to relocate the Town's sewer line located in the existing easement to a new easement granted to the Town. This is to the benefit of the Town, as the existing sewer line is seriously leaking and was scheduled to be replaced as part of the Reservoir Street sewer interceptor construction project. This Article will permit the Selectmen to abandon the sewer easement for that portion of the sewer line that is being replaced.*

ARTICLE 6: AUTHORIZE LEASE OF TOWN LAND

To see if the Town will vote to authorize the Board of Selectmen, in the name and behalf of the Town, to execute a lease to the Needham Golf Club for 58.8± acres of land and building located thereupon, now occupied by it as lessee and owned by the Town, for a period of ten years upon such terms and conditions as determined by the Board of Selectmen; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article Be Adopted

Article 6 Explanation: *The Selectmen request authorization for a continued lease of property to the Needham Golf Club. The proposed terms, with regard to the principal issues identified during the lease process are as follows: **Rent:** \$210,000 per year, increasing annually by the greater of 2.5% or the CPI. **Term:** Ten Years, subject to language allowing the Town to take back the property for any lawful municipal purpose, by Town meeting vote. **Club Membership.** At least seventy-five percent of all new club members shall be Needham residents admitted on a first come, first served basis, except that the club may reject any applicant for good cause. At least ninety percent of all new members shall be Needham residents, unless there are insufficient qualified Needham residents on the waiting list. No person shall be denied membership because of sex, race, color, creed or national origin. **Course access for non-member Needham residents.** Non-member residents will be allowed to play the golf course during one full day and two part (after 3 PM) days per week. One of the part days will be on the weekend. Members will not be allowed to reserve tee times during residents' hours. The lease provides course access for the High School Golf Team (tryouts, pre-season and in-season practice rounds, and home matches), senior citizens and junior discount rates, and 9-hole greens fees. **Consultation:** Officers of the club will meet with the Selectmen or their designee annually, or at the request of either party, to review operation of the course and administration of the lease agreement. The schedule of Residents' days and other non-member resident access may be modified by agreement of the club and the Selectmen. The lease incorporates the present opening hours (8 AM weekdays, 7 AM weekends) and provides that the club will not open more than one hour earlier on a regular basis without approval of the Selectmen.*

ARTICLE 7: AMEND THE FISCAL YEAR 1999 BUDGET

To see if the Town will vote to amend and supersede certain parts of the 1999 Operating Budget adopted under Article 24 of the 1998 Annual Town Meeting, by deleting the amounts of money appropriated under some of the line items and appropriating new amounts for some of the line items;

<u>Line Item</u>	<u>Appropriation</u>	<u>Changing From</u>	<u>Changing To</u>
012	Insurance, General	\$ 358,000	258,000
017	Maturing Bonds	1,363,450	1,350,000
018	Interest	289,626	281,000
102	Selectmen, Purchase of Service	122,428	122,928
103	Selectmen, Expenses	18,220	17,720
209	Finance Committee, Salaries	14,255	21,255
211	Finance Committee, Reserve Fund	645,712	707,712
303	School Department, Expenses	865,006	966,131
405	Fire Department, Salaries	4,094,929	4,088,429
406	Fire Department, Purchase of Service	118,225	91,120
407	Fire Department, Expenses	143,675	152,780
408	Fire Department, Capital Outlay	0	52,500
501	Public Works, Salaries	2,049,571	2,047,071
502	Public Works, Purchase of Service	468,576	471,076
504	Public Works, Capital Outlay	0	6,000
506	Building Maintenance, Salaries	1,840,852	1,848,092
507	Bldg Maintenance, Purchase of Service	1,354,633	1,379,796
508	Bldg Maintenance, Expenses	270,385	286,474
509	Bldg Maintenance, Capital Outlay	56,000	67,505
510A	PPBC, Purchase of Service	0	1,500
512	PPBC, Capital Outlay	1,500	0
605A	Veterans' Services Purchase of Service	150	250
606	Veterans' Services Expenses	3,350	3,250

And that the following items be fully or partially funded in the following amounts by a transfer from:

Overlay Surplus

012	Insurance, general	135,000
211	Finance Committee Reserve Fund	645,000

Or take any other action relative thereto.

INSERTED BY Finance Committee

FINANCE COMMITTEE RECOMMENDS THAT: Article Be Adopted

ARTICLE 8: AMEND THE FISCAL YEAR 1999 WATER ENTERPRISE FUND BUDGET

To see if the Town will vote to amend and supersede certain parts of the 1999 Water Enterprise Fund Budget adopted under Article 25 of the 1998 Annual Town Meeting, by deleting the amounts of money appropriated under some line items and appropriating new amounts; under the provisions of M.G.L. Chapter 44, Section 53F ½ ;

<u>Line Item</u>	<u>Appropriation</u>	<u>Changing From</u>	<u>Changing To</u>
902	Purchase of service	\$ 251,991	\$256,991
905	MWRA assessment	154,221	329,482
907	Debt service	780,000	615,000

\$5,000 to be raised from the Water Enterprise Fund Retained Earnings.

Or take any other action relative thereto.

INSERTED BY: Board of Selectmen/Finance Committee
FINANCE COMMITTEE RECOMMENDS THAT: Article Be Adopted

Article 8 Explanation: Budget adjustments reflect final MWRA assessments and debt service amounts that were not known at the time of the Annual Town Meeting in May. The increase in the purchase of service category is for professional and technical services related to meter replacement and automated meter reading options.

ARTICLE 9: AMEND THE FISCAL YEAR 1999 WASTEWATER ENTERPRISE FUND BUDGET

To see if the Town will vote to amend and supersede certain parts of the 1999 Wastewater Enterprise Fund Budget adopted under Article 26 of the 1998 Annual Town Meeting, by deleting the amounts of money appropriated under some line items and appropriating new amounts, under the provisions of M.G.L. Chapter 44, Section 53F½ ;

<u>Line Item</u>	<u>Appropriation</u>	<u>Changing From</u>	<u>Changing To</u>
909	Purchase of service	\$ 103,888	\$ 108,888
912	MWRA assessment	3,961,491	4,088,380
914	Debt service	910,000	886,000

And with an additional \$145,595 to be raised from Wastewater Enterprise Fund Retained Earnings.

Or take any other action relative thereto.

INSERTED BY: Board of Selectmen/Finance Committee
FINANCE COMMITTEE RECOMMENDS THAT: Article Be Adopted

Article 9 Explanation: Budget adjustments reflect final MWRA assessments and debt service amounts that were not known at the time of the Annual Town Meeting in May. The increase in the purchase of service category is for professional and technical services related to meter replacement and automated meter reading options.

**ARTICLE 10: AMEND FISCAL YEAR 1999 SOLID WASTE / RECYCLING
ENTERPRISE FUND BUDGET**

To see if the Town will vote to amend and supersede certain parts of the 1999 Solid Waste/ Recycling Enterprise Fund Budget adopted under Article 27 of the 1998 Annual Town Meeting, by deleting the amounts of money appropriated under some line items and appropriating new amounts; under the provisions of M.G.L. Chapter 53F1/2;

<u>Line Item</u>	<u>Appropriation</u>	<u>Changing From</u>	<u>Changing To</u>
916	Purchase of service	\$1,226,440	\$ 911,211
917	Expenses	219,080	151,220
920	Debt service	232,000	222,815

Or take any other action relative thereto.

INSERTED BY: Board of Selectmen/Finance Committee

FINANCE COMMITTEE RECOMMENDS THAT: Article Be Adopted

Article 10 Explanation: With the closing of the Town's landfill and the implementation of the Pay-Per-Throw trash disposal program, the Department of Public Works has been able to refine its estimate of the amount of solid waste and recyclable materials it will be processing this year. The decrease in the purchase of service and expense line-items reflect a reduction in the amount of solid waste the Town must transport to the regional waste-to-energy facility in Millbury. The decrease in debt service reflects actual debt service payments that were not known at the time of the Annual Town Meeting.

**ARTICLE 11: APPROPRIATE FOR HIGH ROCK SCHOOL RENOVATION AND
EQUIPMENT**

To see if the Town will vote to raise and appropriate the sum of \$346,055 for remodeling, reconstruction, extraordinary repairs and equipping the High Rock School, to be spent under the jurisdiction of the School Committee, and that to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow up to \$346,055 for a period of up to 20 years under M.G.L. Chapter 44, Section 7; or take any other action relative thereto.

INSERTED BY: Board of Selectmen/School Committee

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be made at Town Meeting

Article 11 Explanation: Due to the increasing enrollment and the overcrowding in the Broadmeadow, Mitchell, and Hillside districts, the School Department may need to expand the use

of the High Rock School in September 1999. The request includes purchasing classroom and office equipment, installation of telephone and computer networks and systems, and kitchen design costs for installation of a kitchen.

ARTICLE 12: APPROPRIATE FOR POLLARD SCHOOL HVAC EQUIPMENT

To see if the Town will vote to raise and appropriate the sum of \$220,000 for modifications to the HVAC system at the Pollard Middle School, to be spent under the direction of the Municipal Building Maintenance Board and that to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow up to \$220,000 for a period of up to 20 years under M.G.L. Chapter 44, Section 7; or take any other action relative thereto.

INSERTED BY: Board of Selectmen/Municipal Building Maintenance Board
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article 12 Explanation: Following the recommendations of an independent study of the heating, ventilation and air conditioning (HVAC) systems at the Pollard School, the Municipal Building Maintenance Department has contracted for the re-balancing of the HVAC systems. During this re-balancing effort, it was determined that a number of repairs and modifications are necessary to certain HVAC units. This appropriation, if approved, will cover the cost of these repairs and will allow the HVAC system to function at its design capacity.

ARTICLE 13: APPROPRIATE FOR COMPREHENSIVE FACILITY STUDY

To see if the Town will vote to raise and appropriate the sum of \$55,000 for site analysis work to be conducted as part of the Comprehensive Facility Study; to be spent under the direction of the Board of Selectmen and raised from the tax levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article 13 Explanation: The final phase of the Comprehensive Facility Study, approved by Town Meeting in 1997, involves determining whether certain Town owned properties can support new school buildings. This site assessment work includes: soil borings for geotechnical and water table sampling and environmental analysis of soil samples for the following locations: Nike site, DeFazio field, High Rock School, Newman School and the Eliot School. Following this work, recommendations will be made to Town Meeting for the location of a new elementary school.

ARTICLE 14: APPROPRIATE FOR HIGH SCHOOL GYM - ROOF RECONSTRUCTION

To see if the Town will vote to raise and appropriate the sum of \$210,000 for the engineering, reconstruction and extraordinary repairs to the high school gym roof, to be spent under the direction of the Permanent Public Building Committee, and to meet this appropriation the Treasurer, with the

approval of the Board of Selectmen, is authorized to borrow up to \$210,000 for a period of up to 20 years under M.G.L., Chapter 44, Section 7; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Article Be Adopted

Article 14 Explanation: During the High School Roof replacement project which occurred this past summer, it was discovered that water had infiltrated beneath the Gym roof surface. This problem was not detected in earlier assessments of the High School roof and, therefore, was not included in the previous roof work. It is the intent of the PPBC to have design specifications prepared and the contract awarded in time for the work to be completed during the summer of 1999.

ARTICLE 15: APPROPRIATE FOR CHESTNUT STREET PARKING LOT RECONSTRUCTION

To see if the Town will vote to raise and appropriate the sum of \$425,000 for the reconstruction of the Chestnut Street parking lot, to be spent under the direction of the Board of Selectmen, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow up to \$425,000 for a period of up to five years under M.G.L., Chapter 44, Section 7; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Article Be Adopted

Article 15 Explanation: At the November 1997 Special Town Meeting, \$70,000 was appropriated to design and prepare specifications for the reconstruction and expansion of the Chestnut Street parking lot. The proposal to re-design this lot includes swapping 3,600 square feet of the existing lot on Chestnut Street for 9,600 square feet of privately owned land along Chestnut Road. In addition, the re-design calls for turning Chestnut Road into a pedestrian way. If funding is approved, the work would likely be completed by the Fall of 1999.

ARTICLE 16: APPROPRIATE TO STABILIZATION FUND

To see if the Town will vote to raise and appropriate the sum of \$204,171 to the Stabilization Fund, as provided for under M.G.L. Chapter 40, Section 5B as amended; or take any other action relative thereto.

INSERTED BY: FINANCE COMMITTEE
FINANCE COMMITTEE RECOMMENDS THAT: Article Be Adopted

ARTICLE 17: APPROPRIATE FOR WEST STREET FORCE MAIN CONSTRUCTION

To see if the Town will vote to amend the vote passed under Article 59 of the 1998 Annual Town Meeting, to provide that all or a portion of the \$1,250,000 appropriated for the engineering,

construction or reconstruction of sewers, sewerage systems and sewage disposal facilities consisting in whole or in part of infiltration/inflow improvements; to be spent under the direction of the Board of Selectmen; and that to meet this appropriation \$55,500 be appropriated from the Wastewater Enterprise Fund - Fund Balance Reserved for Infiltration / Inflow Account, and further, that the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow up to \$1,194,500 for a period of up to thirty years under M.G.L. Chapter 44, Section 7, and/all or a portion of such amount from the Massachusetts Water Pollution Abatement Trust established pursuant to M.G.L. Chapter 29C and in connection therewith to enter into a loan agreement and/or security agreement with the Trust and Department of Environmental Protection with respect to such loan and for any federal or state aid available for the project or for the financing thereof; and/or all or portion of such amount from the Massachusetts Water Resources Authority ("MWRA) and in connection therewith to enter into a loan agreement and/or security agreement with the MWRA with respect to such loan; and that the Board of Selectmen is authorized to enter into a project regulatory agreement with the Department of Environmental Protection, to expend all funds available for the project; and that the Board of Selectmen be authorized to contract for and expend any federal, state or other aid available for the project, including any grant related to such project from the MWRA; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article Be Adopted

Article 17 Explanation: The appropriation for this project, which was initially approved at the 1998 Annual Town Meeting, is being re-voted to change the wording to allow the Town to take advantage of potential State and MWRA 0 Percent interest loan programs. This Article also seeks an appropriation of a portion of the wastewater enterprise fund balance for this project. This fund balance has resulted from the accumulation of interest income from the investment of prior years' MWRA loan funds. By requirement of the MWRA, it must be spent for additional inflow infiltration projects like the West Street Force Main Project.

ARTICLE 18: APPROPRIATE FOR RESERVOIR STREET SEWER CONSTRUCTION

To see if the Town will vote to amend the vote passed under Article 61 of the 1998 Annual Town Meeting, to provide that all or a portion of the \$140,000 appropriated for the engineering, construction or reconstruction of sewers, sewerage systems and sewage disposal facilities consisting in whole or in part of infiltration/inflow improvements; to be spent under the direction of the Board of Selectmen; and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow up to \$140,000 for a period of up to thirty years under M.G.L. Chapter 44, Section 7, and/or all or a portion of such amount from the Massachusetts Water Pollution Abatement Trust established pursuant to M.G.L. Chapter 29C and in connection therewith to enter into a loan agreement and/or security agreement with the Trust and Department of Environmental Protection with respect to such loan and for any federal or state aid available for the project or for the financing thereof; and/or all or portion of such amount from the Massachusetts Water Resources Authority ("MWRA) and in connection therewith to enter into a loan agreement and/or security agreement with the MWRA with respect to such loan; and that the Board of Selectmen is authorized to enter into a project regulatory agreement with the Department of Environmental Protection, to expend all funds available for the project; and that the Board of Selectmen be authorized to contract

for and expend any federal, state or other aid available for the project, including any grant related to such project from the MWRA; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article Be Adopted

Article 18 Explanation: The appropriation for this project, which was initially approved at the 1998 Annual Town Meeting, is being re-voted in order to allow the Town to take advantage of potential State and MWRA 0 percent interest loan programs.

**ARTICLE 19: AMEND GENERAL BY-LAWS: PROCUREMENT CONTRACTS -
TELECOMMUNICATIONS**

To see if the Town will vote to amend its General By-law, Article 2, Section 2.1.3. Contract Procedures, by adding to the end thereof the following: "Telecommunication Services, 10" years.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article Be Adopted

Article 19 Explanation: The Town will be soliciting bids for local phone service. Current State law limits contracts to three years unless a longer period is approved by Town Meeting. By having the option of a longer contract period, the Town can take advantage of lower phone service rates.

And you are hereby directed to serve this Warrant by posting copies thereof in not less than twenty public places in said Town at least fourteen (14) days before said meeting.

Hereof fail not and make due return of this Warrant with your doings thereon unto our Town Clerk on or after said day and hour.

Given under our hands at Needham aforesaid this twenty-seventh day of October 1998

John H. Cogswell, Chairman
William M. Powers
Paul Theodore Owens
John D. Marr, Jr.
Daniel P. Matthews

Selectmen of Needham

A TRUE COPY

Attest:

Constable:

**Town Clerk's Office
Needham, MA 02492**

**First Class Mail
U.S. Postage Paid
Needham, MA
Permit No. 58224**

ATTN: SPECIAL TOWN MEETING WARRANT

TOWN OF NEEDHAM

MASSACHUSETTS

1999 Annual Town Meeting Warrant



ELECTION.....Monday, April 12, 1999

Business Meeting at 7:30 P.M. on Monday, May 3, 1999

at the Newman School



RECYCLED PAPER

Dear Town Meeting Members and Town Residents:

Here is your 1999 Annual Town Meeting Warrant. This year there are 81 Articles dealing with the Town's business. The format of this year's Warrant is the same as last year. Following each Warrant Article is a brief narrative explaining the intent or background of the Article. We hope you find this new format helpful.

This year's Town Meeting will be at the Newman Elementary School on Central Avenue. Town Meeting begins on May 3, 1999 at 7:30 p.m.

Lastly, on Monday, April 26 the League of Women Voters will sponsor it's annual Warrant Meeting at 7:00 p.m. at the Pollard Middle School. This meeting, open to all residents, provides an opportunity to informally discuss and ask questions about any of the Articles that will come before Town Meeting. We hope that you can attend this informative meeting.

Board of Selectmen

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88th ANNUAL REPORT OF THE FINANCE COMMITTEE (MARCH 1999)

Fellow Citizens of Needham:

The Finance Committee has proposed a budget for the Town's Fiscal Year 2000 ("FY00") which balances expenditures with projected revenues. FY00 is the third year in a row in which revenues will be sufficient to fund all prior year operating budgets and beyond that, to meet, in part, requests from various departments for additional funds to provide level services or satisfy other departmental needs. However, as this Warrant goes to print in March 1999, there are issues which remain outstanding that prevent the Finance Committee from making its final recommendations to Town Meeting on certain of the proposed Warrant articles. The most significant of these issues is related to the first request for funding under the Comprehensive Facility Study. The Board of Selectmen has included two articles in the attached warrant to raise funds for the design of renovations to the Broadmeadow School and to build a new elementary school in a location, and of a size, yet to be determined. The proposed articles (Articles #45 and #46) request \$2.2 million for design costs. The Finance Committee has not yet voted on these articles because the FY00 operating budget cannot support such large expenditures, and no override vote is planned until April 2000. As this warrant goes to print, a revised proposal for more limited design costs is currently being discussed by the various committees involved. The Finance Committee will report its position on the revised request at the Annual Town Meeting.

Although the Finance Committee understands the importance of this facility study, it has nevertheless consistently stated that the competing needs of the individual departmental operating budgets and the capital expenditures need to be balanced to ensure that debt service does not jeopardize the ability of the Town to fund the ongoing operating budgets; nor should the Town's operating budgets grow at such a rate that the capital needs of the Town suffer. Our recommendation balances this conflict between increased debt and the growth of operating budgets.

REVENUE

The total projected revenue available for appropriation in FY00, as estimated by the Board of Assessors and the Town Administrator, is \$60,003,197. This represents a \$3,215,598, or 5.7%, increase over FY99. Historically, recurring Town revenues have increased 3.5% - 4% from one year to the next, and not 5.7%. The Finance Committee has analyzed this revenue and discussed the projections with the Town Administrator, and determined that approximately \$900,000 of the FY00 revenue relates to excess free cash that cannot be relied upon to recur in the future.

We have tried to take advantage of the additional revenue by funding capital projects with cash, as well as funding various additional departmental requests. More particularly, with respect to capital, the Finance Committee recommends that a total of \$929,414 in capital projects be funded at the Annual Town Meeting with cash, as opposed to debt. In that way, revenues which we project to be non-recurring in nature are not driven into either operating budgets or debt service that cannot be easily scaled back in future years.

FISCAL YEAR 2000 OPERATING BUDGET OVERVIEW

Consistent with our past practice, the Finance Committee requested that all department heads, committees and boards submit a level funded budget, and to separately list amounts to provide level service and to list and prioritize requested funds to meet additional departmental requests. The level funded budget is the prior year's appropriation increased by salary increases, continuing contractual obligations and, if appropriate, mandates that are imposed by statute.

One item over which Town does not have significant discretionary control is Town-wide expenses. Town-wide expenses have increased \$502,811, or 4.9%, from \$10,168,164 in FY99 to \$10,670,975 in FY00. The increase was primarily health insurance premiums for Town employees, which increased by \$520,000 coupled with an increase of \$97,000 in contributions to be made to the employee retirement fund. These increases were partially offset by reductions in individual line items such as the assessment that the Town has to pay to Minuteman Vocational Tech for Needham students who attend that school. Please

consider that in fiscal year 2001 the Town-wide expenses will again experience a considerable increase in part due to contractual obligations whereby the Town has to pay unfunded pension liabilities of Glover Hospital employees (currently estimated to be \$300,000 annually).

The Finance Committee has again this year included funds to meet contingencies that could arise during the year. These monies are held in the reserve fund. There is concern that the current year reserve fund should be higher due to Y2K costs above the amount specified in Article #15, however at this time no additional funds have been set aside. Additionally, funds have been included in the reserve fund to meet specific issues that will be finalized at Town Meeting.

This year, the level funded budget requests submitted to the Finance Committee amounted to \$47,417,601. The projected revenues of \$60,003,197 covered the Town-wide expenses of \$10,670,975 and the level funded budgets, with \$1,914,621 remaining. During our budget deliberations we divided this amount amongst three categories: (1) additional amounts for individual department budgets in level service and additional funding requests; (2) debt service on amounts to be borrowed in FY00; and (3) capital purchases made with cash (these later two items are further discussed below).

The following are some, but not all, of the level service items and additional service items that we recommend funding with \$958,119 of the unallocated revenue:

- ◆ Approximately 18 new full time equivalent employees in the School Department.
- ◆ Two and one-half new custodial positions to, in part, assist cleaning the schools (\$62,500).
- ◆ Additional overtime to the Fire Department, as well as funding two new firefighters to be hired half way through FY00 (\$64,000).
- ◆ Funding a police officer position that had previously been funded in part by a federal grant.
- ◆ A new police officer (\$30,621).
- ◆ New Macintosh computers and MacSchool software for tracking student data for the school department (\$28,600).
- ◆ Additional support staff for the Board of Selectmen (\$4,400).
- ◆ Eleven computers for the Finance Department, DPW, and Fire Department (\$20,000).
- ◆ An additional DPW Highway employee to address ongoing road repair concerns (\$28,500).
- ◆ Funds to perform industrial hygiene testing in buildings, which also, in part, addresses High School accreditation issues (\$10,000).

Without question, the department that enjoys the largest recommended budget increase is the School Department. The FY00 recommended School Department budget represents a \$1,582,395 or a 6.1% increase over last year. To view this in context, the total increase for all other departmental budgets was \$938,049 or 4.7%.

DEBT SERVICE AND CAPITAL

Included in this Warrant is a breakdown of the Town's debt service. The schedule breaks down debt into four categories: Hospital debt; levy supported debt; fee funded (transfer station and water/sewer) debt; and override debt.

For a number of years, the Finance Committee has utilized the following guidelines in making recommendations on debt:

1. Debt service on levy funded debt projects should be kept within a fixed percentage of the revenue generated from the levy (originally 2%, raised to 3% in FY99);
2. Total debt service should not exceed 10% of total revenue generated by the Town; and
3. If possible, the Town should fund some projects each year with cash, not debt, especially those of shorter life span or of a maintenance/repair nature.

During the FY99 deliberations, we were convinced that given the demands at the time for capital, the 2% cap on levy supported debt should be raised to 3%. However, with the new water treatment plant, pumping stations and landfill debt just coming on

line, as well as the estimated \$92 million in future facilities to be requested by the Comprehensive Facility Study Committee, we believe that this year, more than ever, the Town should adhere closely to the above guidelines.

During the capital budget deliberations, the Finance Committee followed to the closest extent possible the Board of Selectmen's priority list of capital projects. The Finance Committee also paid particular attention to the Needham High School Accreditation Report prepared in November 1998 and submitted by the *New England Association of Schools and Colleges*. This report indicates that the High School has various facility needs that must immediately be addressed to ensure that the High School maintains its accreditation. The MBMB advised the Finance Committee that the priority needs identified in the report presented within the warrant are: Article #39, Gym Renovation Design; Article #40, HVAC System Assessment / Feasibility Study; Article #42, Replacement of Asbestos Flooring; Article #43, Parking Lot Rehabilitation Design; and Article #44, Auditorium Renovation Design. The Finance Committee recommends funding these articles with cash in the amount of \$140,000 to sufficiently respond to the High School accreditation report. Additionally, provisions totaling over \$50,000 for additional custodians and custodial equipment have been added to the operating budget of the MBMB to satisfy, in part, the issues identified.

Further, we recommend funding the following items with cash: Article #50, DPW equipment replacement for \$327,000; Article #49, Local Area Network for \$168,000; Article #52, Handicapped Ramps for \$90,000; Article #36, Memorial Park ADA Improvements (design only) for \$7,500; Article #37, High School Emergency Generator for \$42,914; Article #38, Exterior Painting of Mitchell School for \$65,000; Article #67, Rosemary Pool Painting for \$35,000; and Article #63, Rosemary Dam Repairs currently carried at \$54,000.

Finally, the larger capital items recommended to be funded with debt are: Article #34, Mitchell School Boiler, at \$250,000; Article #35, Pollard HVAC, at \$305,000, (MBMB has informed the Finance Committee that this appears to be the final issue that needs to be addressed to resolve the health and safety concerns at Pollard); Article #64, a fully outfitted Fire Department ambulance, at \$153,500; and Article #51, which includes secondary road repairs and Parish Road reconstruction, at \$75,000 and \$605,000, respectively.

CLOSING THOUGHTS

The Massachusetts economy is currently enjoying robust times. Needham is also benefiting from new home building in the Town, a high level of excise tax on new car purchases, and fewer residents and businesses applying for and receiving real estate tax abatements. However, we have recently completed many new capital projects such as the water treatment plant, pumping stations, school renovations, and landfill closure that have increased our debt to the highest level that Needham has ever carried. Now, Needham also faces a proposal to rebuild the Town's facilities with a projected cost in excess of \$92 million. We need to remain cognizant that debt levels are not flexible; once we have borrowed the money we are obligated to repay it in a timely fashion. The Finance Committee has attempted to strike a balance between debt and operations. We believe the recommended FY00 budget positions the Town to be able to make further critical decisions in the next few years.

The Finance Committee appreciates the cooperation and input from the Board of Selectmen, as well as from other Town Boards, committees and employees. With their continued help, we can plan for the future and maintain the quality of services that we have all come to appreciate. In addition, we would like to acknowledge the continuing contributions of Gerry Sullivan, now in his 13th year of service to the Finance Committee.

Paul G. Smith Jr., Chairman
Paul T. Milligan, Vice Chairman
Thomas H. Hannigan, Jr., Past Chairman
James G. Healy, Past Chairman
Michael J. Crawford

Ronald P. Culgin
Susan R. Herman
Michele McQuillen
Ford H. Peckham
Gerard G. Sullivan, Executive Secretary

1999 ANNUAL TOWN MEETING WARRANT

WARRANT ARTICLE INDEX

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1.	15	Annual Town Election	Town Clerk
2.	16	Committee and Officer Reports	Board of Selectmen
ZONING / LAND USE ARTICLES			
3.	16	Street Acceptance - Heath Street	Board of Selectmen
4.	16	Amend Zoning By-Law - Dimensional Regulations for Single Resident B and General Residence Districts and Definition of Half-story for Single Family and Two Family Detached Dwellings	Planning Board
5.	19	Amend Zoning By-Law - Adult Uses Overlay Districts	Planning Board
6.	20	Amend Zoning By-Law - Map Change to Flood Plain District	Planning Board
PERSONNEL RELATED ARTICLES			
7.	21	Amend Classification and Standard Rates of Compensation	Personnel Board
8.	21	Establish Elected Officials' Salaries	Personnel Board
9.	22	Fund Collective Bargaining Agreement - AFSCME	Board of Selectmen
10.	22	Amend Consolidated Personnel By-Law	Personnel Board
11.	23	Accept MGL Chapter 152 Section 69 - Eligibility for Workers Compensation for Certain Employees	Board of Selectmen
FINANCE / BUDGET ARTICLES			
12.	24	Appropriate for Tax Work-Off Program	Board of Selectmen
13.	24	Appropriate for Memorial Park Garden	Memorial Park Trustees
14.	24	Appropriate for Millennium Celebration	Board of Selectmen
15.	25	Appropriate for Y2K Preparations	Board of Selectmen
16.	25	Accept Chapter 456 of the Acts of 1998 (COLA for Non Contributory Retirees)	Retirement Board
17.	25	Accept MGL Chapter 32, Section 4 (1) (Allow Pension Credit for Library Trustees	Board of Selectmen
18.	25	Accept MGL Chapter 59, Section 5, Clause 53 (Property Tax Exemptions for Certain Property Owners)	Board of Selectmen
19.	26	Appropriate the FY2000 Operating Budget	Finance Committee
20.	26	Appropriate the FY2000 Water Enterprise Fund Budget	Board of Selectmen / Finance Committee
21.	27	Appropriate the FY2000 Wastewater Enterprise Fund Budget	Board of Selectmen / Finance Committee
22.	27	Appropriate the FY2000 Solid Waste / Recycling Enterprise Fund Budget	Board of Selectmen / Finance Committee
23.	28	Continue Revolving Fund - School Busing	School Committee
24.	29	Continue Revolving Fund - Memorial Park	Memorial Park Trustees
25.	29	Continue Revolving Fund - Local Transportation	Board of Selectmen
26.	29	Continue Revolving Fund - Yard Waste Processing Program	Board of Selectmen
27.	30	Continue Revolving Fund - Home Composting Bin Account	Board of Selectmen
28.	30	Continue Revolving Fund - Human Rights Committee Investigation Account	Board of Selectmen

1999 ANNUAL TOWN MEETING WARRANT

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29.	30	Establish Revolving Fund - Senior Center Activities	Board of Selectmen
30.	31	Accept Chapter 73, Section 4 of the Acts of 1986 (Continuation of Increase in Property Tax Exemption Limits)	Board of Selectmen
31.	31	Raise Income Threshold for Property Tax Deferral Program	Board of Selectmen
32.	31	Authorization to Expend State Funds for Ways	Board of Selectmen
33.	32	Transfer of Undesignated Fund Balance	Finance Committee
CAPITAL IMPROVEMENT BUDGET ARTICLES			
34.	32	Appropriate for Mechanical System Repair	Board of Selectmen
35.	32	Appropriate for Pollard HVAC Equipment	Board of Selectmen
36.	33	Appropriate for Memorial Park ADA Renovations	Board of Selectmen
37.	33	Appropriate for High School Emergency Generator	Board of Selectmen
38.	33	Appropriate for Exterior Painting	Board of Selectmen
39.	34	Appropriate for High School Gym Renovation Design	Board of Selectmen
40.	34	Appropriate for High School HVAC System Assessment/Feasibility Study	Board of Selectmen
41.	34	Appropriate for Interior Painting	Board of Selectmen
42.	35	Appropriate for Replacement of Flooring	Board of Selectmen
43.	35	Appropriate for School Parking Lot Rehabilitation Design	Board of Selectmen
44.	35	Appropriate for High School Auditorium Renovation Design	Board of Selectmen
45.	36	Appropriate for New Elementary School Design	Board of Selectmen
46.	36	Appropriate for Broadmeadow School Expansion Design	Board of Selectmen
47.	36	Appropriate for School Technology Plan	Board of Selectmen
48.	37	Appropriate for Geographic Information System	Board of Selectmen
49.	37	Appropriate for Local Area / Wide Area Network	Board of Selectmen
50.	38	Appropriate for Vehicles and Equipment	Board of Selectmen
51.	38	Appropriate for Road and Intersection Reconstruction	Board of Selectmen
52.	39	Appropriate for Handicapped Ramp Construction	Board of Selectmen
53.	39	Appropriate for Henderson Street Reconstruction	Board of Selectmen
54.	40	Appropriate for Sidewalk Repair / Resurfacing	Board of Selectmen
55.	40	Appropriate for New Sidewalk Construction	Board of Selectmen
56.	40	Appropriate for RTS Transfer Trailer	Board of Selectmen
57.	41	Appropriate for for Material Screener	Board of Selectmen
58.	41	Appropriate for Storm Drain Reconstruction	Board of Selectmen
59.	41	Appropriate for Wastewater Engineering	Board of Selectmen
60.	42	Appropriate for Wastewater Pump Station Replacement	Board of Selectmen
61.	42	Appropriate for Mobile Wastewater By-Pass Pump	Board of Selectmen
62.	42	Appropriate for Memorial Park Parking Lot	Board of Selectmen
63.	42	Appropriate for Rosemary Lake Dam Study and Repair	Board of Selectmen
64.	43	Appropriate for Fire Rescue Vehicle Replacement	Board of Selectmen
65.	43	Appropriate for Fire Department Dispatch Center	Board of Selectmen

1999 ANNUAL TOWN MEETING WARRANT

<u>Article</u>	<u>Page</u>	<u>Descriptive Title</u>	<u>Inserted By</u>
66.	44	Appropriate for Fire Department Brush Truck / Tank	Board of Selectmen
67.	44	Appropriate for Rosemary Pool Painting	Board of Selectmen
68.	44	Appropriate for Repairs to Fields Fences and Buildings	Board of Selectmen
69.	45	Rescind Bond Authorization	Board of Selectmen
70.	45	Appropriate for New Debt Service	Finance Committee
GENERAL BY-LAW ARTICLES / STATE LAW ACCEPTANCES			
71.	45	Amend General By-Laws - Section 1 - Reconsideration of Town Meeting Vote	Citizen's Petition
72.	46	Amend General By-Laws - Section 2.11 (Historical Commission)	Board of Selectmen
73.	48	Amend General By-Laws - Section 1.3 (Mailing of Town Meeting Notification)	Board of Selectmen
74.	49	Delete General By-Laws Section 2.1.4 (Construction of Town Owned Buildings)	Board of Selectmen
TOWN MEETING COMMITTEES			
75.	49	Establish a Committee to Recommend Financing Alternatives for the Recycling Transfer Station (RTS)	Citizen's Petition
76.	50	Establish a Committee to Study a System for Recall of Elected Officials	Citizen's Petition
77.	50	Continue Community Center Study Committee	Community Center Study Committee
78.	50	Continue School Safety Study Committee	School Safety Study Committee
79.	51	Continue Solid Waste Disposal / Recycling Advisory Committee	Solid Waste Disposal / Recycling Advisory Comm.
80.	51	Continue the Needham Government Review Study Committee	Government Review Study Committee
81.	51	Omnibus Article	Board of Selectmen

REVENUE SUMMARY: FY 98 - 2000 (As Approved by the Board of Selectmen)

General Fund Only

	ACTUAL RECEIPTS FY 98	ESTIMATED RECEIPTS FY99	PROJECTED RECEIPTS FY2000
RECEIPTS:			
Motor Vehicle Excise	3,207,969	2,652,505	2,750,000
Transfer from Water Enterprise Fund	462,207	564,636	565,000
Transfer from Sewer Enterprise Fund	501,391	418,6676	420,000
Trash Disposal Charges	756,455	0	0
Recreation	260,117	254,000	254,000
Licenses & Permits	580,575	500,000	500,000
Special Assessments	4,000	4,000	0
Fines & Forfeits	150,185	130,000	130,000
Investment Income	849,693	600,000	650,000
Hotel Tax	383,113	220,000	250,000
Transfer from Glover Ent. Fund	474,956	473,027	462,000
Other Receipts	31,545	37,000	30,000
MBTA Commuter Parking	143,232	115,000	120,000
Penalties and Interest	269,367	150,000	175,000
In Lieu of Taxes	89,652	95,000	267,000
Charges for Services	335,102	320,000	370,000
Fees	209,170	175,000	175,000
Library Charges	53,725	53,725	42,000
Rentals	33,140	24,000	24,000
Other	45,636	134,432	16,448
SUB-TOTAL	8,238,414	6,903,276	7,200,448
REVENUE:			
Real & Personal Property Tax Levy	43,351,446	45,147,748	46,776,442
State Aid	5,696,995	6,211,877	6,833,416
SUB-TOTAL	49,048,341	51,359,625	53,609,858
RESERVES:			
Undesignated Fund Balance (Free Cash)	2,301,407	1,968,754	2,900,719
Reserved for Appropriation - Parking	55,000	55,000	55,000
Overlay Surplus	99,000	780,000	730,941
Reserved for Appropriation - C & D Account	292,000	77,357	0
Handicapped Parking Fines	2,435	0	0
SUB-TOTAL	2,749,842	2,881,111	3,686,660
TOTAL REVENUE	60,636,717	61,144,012	64,266,025
LESS-REDUCTIONS IN REVENUE:			
Overlay (reserve for abatements)	719,457	790,000	940,000
Cherry Sheet Offsets	451,598	435,957	436,000
Cherry Sheet Assessments	1,015,355	1,053,187	1,080,000
Snow Deficit	0	0	0
School Building Reimbursements	1,022,769	1,022,769	1,022,769
Transfer to Solid Waste Enterprise Fund	0	1,054,523	1,015,000
Overlay Deficits	14,528	0	0
SUB-TOTAL	3,224,250	4,356,413	4,493,769
AVAILABLE FOR APPROPRIATION:	57,413,010	56,787,599	60,003,197
OTHER RESERVES APPROPRIATED	0	0	0
TOTAL	55,836,741	56,787,599	60,003,197

SUMMARY: FY 98 - 2000 OPERATING BUDGET (General Fund Only)

	EXPENDED FY 98	APPROPRIATED FY 99	RECOMMENDED FY2000
<u>TOWN WIDE EXPENSES</u>	10,010,332	10,168,164	10,670,975
<u>DEPARTMENT BUDGETS:</u>			
Board Of Selectmen	428,992	463,844	498,558
Town Clerk	171,885	203,495	190,998
Legal	220,331	192,078	202,078
Personnel Board	4,350	19,276	19,276
Assessors	256,007	277,213	293,068
Finance	1,018,151	1,200,792	1,183,594
Finance Committee	18,735	729,467	891,192
Education	24,475,250	25,949,288	27,531,683
Police	3,559,285	3,568,729	3,743,107
Fire	4,117,519	4,384,829	4,725,234
Building	203,585	226,438	233,063
Department of Public Works	2,681,331	2,955,702	3,109,446
Building Maintenance	3,387,619	3,581,867	3,575,011
Building Committee	11,761	69,263	71,263
Board of Health	293,274	299,183	316,448
Veterans Services	48,570	75,151	75,499
Youth Commission	123,641	137,680	154,703
Council On Aging	170,733	193,519	188,145
Commission on Disabilities	2,573	513	513
Planning Board	94,922	124,901	107,684
Conservation Commission	18,165	19,195	26,712
Board of Appeals	9,336	8,969	8,970
Historical Commission	513	513	513
Library	741,501	797,486	837,547
Park & Recreation	350,655	375,785	388,915
Memorial Park	500	500	2,500
DEPARTMENT BUDGETS SUB TOTAL	52,419,516	56,023,840	59,046,695
Financial Warrant Articles	40,000	22,500	7,500
Appropriate to Stabilization Fund	463,379	121,271	0
New Debt Service	11,688	60,988	19,588
Warrant Articles - Capital	572,000	559,000	929,414
TOTAL OPERATING BUDGET:	53,506,583	56,787,599	60,003,197

1999 ANNUAL TOWN MEETING WARRANT

**OPERATING BUDGET RECOMMENDATIONS
FOR FISCAL YEAR ENDING JUNE 30, 2000**

Submitted by the Finance Committee

GENERAL NOTE: Fiscal year 1998 Expended column and fiscal year 1999 Appropriated column have been restated to reflect the consolidated expense request grouping for fiscal year 2000.

		<u>EXPENDED</u> <u>FY98</u>	<u>APPRO-</u> <u>PRIATED</u> <u>FY99</u>	<u>RECOM-</u> <u>MENDED</u> <u>FY2000</u>	<u>AMENDMENT</u>
<u>TOWN WIDE EXPENSES</u>					
(18.45% of Budget Total)					
010	Street lighting	374,521	399,750	399,750	_____
011	Garbage collection	93,660	97,000	97,000	_____
012	Insurance, general	279,569	258,000	252,000	_____
013	Health insurance	3,727,324	3,960,000	4,480,000	_____
014	Worker's compensation	470,000	450,000	385,000	_____
015	Prop. self insurance (Ch.40, s13)	25,000	20,000	20,000	_____
016	Unemployment compensation	30,000	30,000	35,000	_____
017	Maturing bonds	1,425,079	1,350,000	1,367,339	_____
018	Interest	380,025	281,000	392,137	_____
019	Contributory retirement	2,478,195	2,574,000	2,671,000	_____
020	Chapter 32 retirement	103,947	170,000	140,000	_____
021	Minuteman Voc. assessment	539,693	482,914	336,249	_____
022	MBTA Commuter Parking	<u>83,319</u>	<u>95,500</u>	<u>95,500</u>	_____
TOTAL: TOWN WIDE EXP.		10,010,332	10,168,164	10,670,975	
<u>GENERAL GOVERNMENT</u>					
(1.52% of Budget Total)					
BOARD OF SELECTMEN:					
101	Salaries	290,524	310,296	326,185	_____
102	Merit Pay	0	0	0	_____
103	Purchase of service	117,227	123,328	148,828	_____
104	Expenses	17,261	17,720	19,370	_____
105	Capital outlay	<u>3,980</u>	<u>12,500</u>	<u>4,175</u>	_____
	TOTAL	428,992	463,844	498,558	_____
TOWN CLERK/BOARD OF REGISTRARS:					
106	Salaries	140,973	153,413	148,943	_____
107	Purchase of service	16,381	22,750	20,860	_____
108	Expenses	4,524	4,025	4,455	_____
109	Capital outlay	4,586	2,000	2,500	_____
110	Tellers / Canvassers / Details	<u>5,421</u>	<u>21,307</u>	<u>14,240</u>	_____
	TOTAL	171,885	203,495	190,998	_____

1999 ANNUAL TOWN MEETING WARRANT

GENERAL GOVERNMENT (Continued)

		<u>EXPENDED</u> <u>FY98</u>	<u>APPRO-</u> <u>PRIATED</u> <u>FY99</u>	<u>RECOM-</u> <u>MENDED</u> <u>FY2000</u>	<u>AMENDMENT</u>
LEGAL:					
111	Salaries	51,043	52,078	52,078	_____
112	Special fees	164,909	135,000	145,000	_____
113	Expenses	<u>4,379</u>	<u>5,000</u>	<u>5,000</u>	_____
	TOTAL	220,331	192,078	202,078	_____
PERSONNEL BOARD:					
114	Salaries	850	1,776	1,776	_____
115	Purchase of service	2,500	10,000	10,000	_____
116	Merit bonus	<u>1,000</u>	<u>7,500</u>	<u>7,500</u>	_____
	TOTAL	4,350	19,276	19,276	_____
TOTAL: GENERAL GOVERNMENT		825,558	878,693	910,910	_____

FINANCE

(3.59% of Budget Total)

ASSESSORS:

201	Salaries	217,084	229,013	236,568	_____
202	Purchase of service	32,219	32,500	35,000	_____
203	Expenses	6,429	14,500	13,500	_____
204	Capital outlay	<u>275</u>	<u>1,200</u>	<u>8,000</u>	_____
	TOTAL	256,007	277,213	293,068	_____

FINANCE DEPARTMENT:

205	Salaries	618,660	724,322	736,524	_____
206	Purchase of service	302,605	301,000	286,200	_____
207	Expenses	72,368	99,070	96,570	_____
208	Capital outlay	<u>24,518</u>	<u>76,400</u>	<u>51,600</u>	_____
	TOTAL	1,018,151	1,200,792	1,183,594	_____

FINANCE COMMITTEE:

209	Salaries	13,955	21,255	24,255	_____
210	Expenses	260	500	500	_____
211	Reserve fund	<u>4,520</u>	<u>707,712</u>	<u>866,437</u>	_____
	TOTAL	18,735	729,467	891,192	_____

TOTAL: FINANCE	1,292,893	2,207,472	2,367,854	
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1999 ANNUAL TOWN MEETING WARRANT

	EXPENDED FY 98	APPRO- PRIATED FY 99	RECOM- MENDED FY 2000	AMENDMENT
<u>EDUCATION</u>				
(46.74% of Budget Total)				
SCHOOL DEPARTMENT:				
301 Salaries	20,693,168	21,860,239	23,737,838	
302 Purchase of service	2,854,552	2,932,704	2,703,288	
303 Expenses	701,444	966,131	914,731	
304 Capital outlay	<u>226,086</u>	<u>190,214</u>	<u>175,826</u>	
TOTAL	24,475,250	25,949,288	27,531,683	
TOTAL: EDUCATION	24,475,250	25,949,288	27,531,683	
<u>PUBLIC SAFETY</u>				
(14.84% of Budget Total)				
POLICE:				
Salaries-regular	2,653,172	2,807,028	3,051,718	
Salaries-overtime	637,259	433,327	393,500	
401 Total salaries	3,290,431	3,240,355	3,445,218	
402 Purchase of service	44,324	44,792	44,512	
403 Expenses	100,050	122,382	124,082	
404 Capital outlay	<u>124,480</u>	<u>161,200</u>	<u>129,295</u>	
TOTAL	3,559,285	3,568,729	3,743,107	
FIRE:				
Salaries-regular	3,434,266	3,633,429	3,942,107	
Salaries-overtime	445,000	445,000	465,000	
Salaries o/t alarm div.	10,000	10,000	10,000	
405 Total salaries	3,896,132	4,088,549	4,417,107	
406 Purchase of service	75,459	91,120	144,560	
407 Expenses	142,794	152,780	146,475	
408 Capital outlay	<u>0</u>	<u>52,500</u>	<u>17,092</u>	
TOTAL	4,117,519	4,384,829	4,725,234	
BUILDING:				
409 Salaries	197,117	218,531	225,656	
410 Purchase of service	1,089	1,500	1,500	
411 Expenses	5,379	5,607	5,907	
412 Capital outlay	<u>0</u>	<u>800</u>	<u>0</u>	
TOTAL	203,585	226,438	233,063	
TOTAL: PUBLIC SAFETY	7,880,389	8,179,996	8,701,404	

1999 ANNUAL TOWN MEETING WARRANT

		EXPENDED FY98	APPRO- PRIATED FY99	RECOM- MENDED FY2000	AMENDMENT
<u>PUBLIC FACILITIES</u>					
(11.33% of Budget Total)					
PUBLIC WORKS:					
501	Salaries	1,776,845	2,047,071	2,159,515	_____
502	Purchase of service	435,712	471,076	492,329	_____
503	Expenses	265,912	281,555	289,902	_____
504	Capital outlay	0	6,000	17,700	_____
505	Snow & Ice	<u>202,862</u>	<u>150,000</u>	<u>150,000</u>	_____
	TOTAL	2,681,331	2,955,702	3,109,446	_____
 BUILDING MAINTENANCE:					
506	Salaries	1,750,674	1,848,092	1,883,315	_____
507	Purchase of service	1,297,516	1,379,796	1,405,161	_____
508	Expenses	297,660	286,474	278,335	_____
509	Capital outlay	<u>41,769</u>	<u>67,505</u>	<u>8,200</u>	_____
	TOTAL	3,387,619	3,581,867	3,575,011	_____
 PERMANENT PUBLIC BUILDING COMMITTEE:					
510	Salaries	11,337	66,963	66,963	_____
511	Purchase of service	0	1,500	1,500	_____
512	Expenses	384	800	2,800	_____
513	Capital outlay	<u>0</u>	<u>0</u>	<u>0</u>	_____
	TOTAL	11,761	69,263	71,263	_____
 TOTAL: PUBLIC FACILITIES		6,080,711	6,606,832	6,755,720	
 <u>HUMAN SERVICES</u>					
(1.24% of Budget Total)					
 BOARD OF HEALTH:					
601	Salaries	210,285	222,892	239,407	_____
602	Purchase of service	75,951	68,241	68,991	_____
603	Expenses	7,038	8,050	8,050	_____
604	Capital outlay	<u>0</u>	<u>0</u>	<u>0</u>	_____
	TOTAL	293,274	299,183	316,448	_____
 VETERANS' SERVICES:					
605	Salaries	38,547	41,501	42,149	_____
606	Purchase of service	143	250	300	_____
607	Expenses	3,110	3,250	3,050	_____
608	Veteran's benefits	<u>6,770</u>	<u>30,150</u>	<u>30,000</u>	_____
	TOTAL	48,570	75,151	75,499	_____

1999 ANNUAL TOWN MEETING WARRANT

		EXPENDED	APPRO-	RECOM-	
		FY 98	PRIATED	MENDED	AMENDMENT
			FY 99	FY 2000	
HUMAN SERVICES (Continued)					
YOUTH COMMISSION:					
608	Salaries	118,854	132,890	149,913	_____
609	Purchase of service	2,400	2,800	2,800	_____
610	Expenses	2,387	1,990	1,990	_____
611	Capital outlay	<u>0</u>	<u>0</u>	<u>0</u>	_____
	TOTAL	123,641	137,680	154,703	_____
COUNCIL ON AGING:					
612	Salaries	155,112	187,344	180,845	_____
613	Purchase of service	11,500	2,050	2,175	_____
614	Expenses	4,125	4,125	4,125	_____
615	Capital outlay	<u>0</u>	<u>0</u>	<u>1,000</u>	_____
	TOTAL	170,733	193,519	188,145	_____
COMMISSION ON DISABILITIES:					
616	Expenses	<u>2,573</u>	<u>513</u>	<u>513</u>	_____
	TOTAL	2,573	513	513	_____
TOTAL: HUMAN SERVICES		638,791	706,046	735,308	_____
DEVELOPMENT					
(.22% of Budget Total)					
PLANNING BOARD:					
701	Salaries	90,156	99,994	102,777	_____
702	Purchase of service	2,960	22,960	3,160	_____
703	Expenses	1,806	1,947	1,747	_____
704	Capital outlay	<u>0</u>	<u>0</u>	<u>0</u>	_____
	TOTAL	94,922	124,901	107,684	_____
CONSERVATION COMMISSION:					
705	Salaries	14,796	14,796	22,313	_____
706	Purchase of service	2,629	3,249	3,249	_____
707	Expenses	740	1,150	1,150	_____
708	Capital outlay	<u>0</u>	<u>0</u>	<u>0</u>	_____
	TOTAL	18,165	19,195	26,712	_____
BOARD OF APPEALS:					
709	Salaries	5,984	5,799	5,800	_____
710	Purchase of service	3,243	3,000	3,050	_____
711	Expenses	<u>109</u>	<u>170</u>	<u>170</u>	_____
	TOTAL	9,336	8,969	8,970	_____
HISTORICAL COMMISSION:					
712	Expenses	<u>513</u>	<u>513</u>	<u>513</u>	_____
	TOTAL	513	513	513	_____
TOTAL: DEVELOPMENT		122,936	153,578	143,879	_____

1999 ANNUAL TOWN MEETING WARRANT

	EXPENDED FY98	APPRO- PRIATED FY99	RECOM- MENDED FY2000	AMENDMENT
<u>CULTURAL AND LEISURE SERVICES</u>				
(2.06% of Budget Total)				
LIBRARY:				
801 Salaries	578,364	630,126	659,680	_____
802 Purchase of service	35,659	40,280	41,934	_____
803 Books & Periodicals	114,799	114,800	123,502	_____
804 Expenses	12,679	12,280	12,431	_____
805 Capital outlay	<u>0</u>	<u>0</u>	<u>0</u>	_____
TOTAL	741,501	797,486	837,547	_____
PARK & RECREATION:				
806 Salaries	285,422	298,160	308,290	_____
807 Purchase of service	33,918	43,278	46,278	_____
808 Expenses	24,147	24,347	24,347	_____
809 Capital outlay	<u>7,141</u>	<u>10,000</u>	<u>10,000</u>	_____
TOTAL	350,655	375,785	388,915	_____
MEMORIAL PARK:				
810 Expenses	500	500	2,500	_____
811 Capital outlay	<u>0</u>	<u>0</u>	<u>0</u>	_____
TOTAL	500	500	2,500	_____
TOTAL: LEISURE/CULTURAL SERV.	1,092,656	1,173,771	1,228,962	_____
GRAND TOTAL:				
DEPARTMENT BUDGETS	52,419,516	56,023,840	59,046,695	_____

**WARRANT FOR THE ANNUAL TOWN MEETING
MONDAY, APRIL 12, 1999
TOWN OF NEEDHAM
COMMONWEALTH OF MASSACHUSETTS**

Norfolk, ss.

To either of the constables in the Town of Needham in said County. Greetings:

In the name of the Commonwealth of Massachusetts you are hereby required to notify and warn the Inhabitants of the Town of Needham qualified to vote in elections and in Town affairs to meet in their respective voting places in said Town namely:

Precinct A	-	Hillside School - Gymnasium
Precinct B	-	Hillside School - Gymnasium
Precinct C	-	Newman School - Gymnasium
Precinct D	-	High Rock School - Gymnasium
Precinct E	-	Pollard Middle School - Room 226
Precinct F	-	Stephen Palmer Community Room
Precinct G	-	Broadmeadow School - Gymnasium
Precinct H	-	Broadmeadow School - Gymnasium
Precinct I	-	William Mitchell School - Gymnasium
Precinct J	-	William Mitchell School - Gymnasium

on MONDAY, THE TWELFTH DAY OF APRIL, 1999

from forty-five minutes after six o'clock in the forenoon, until eight o'clock in the afternoon, then and there to act upon the following articles, viz:

ARTICLE 1: ANNUAL TOWN ELECTION

To choose by ballot the following Town Officers:

One Moderator for One Year;
Two Selectmen for Three Years;
One Assessor for Three Years;
Two Members of School Committee for Three Years;
One Trustee of Memorial Park for Three Years;
Three Trustees of Needham Public Library for Three Years;
One Member of Board of Health for Three Years;
One Member of Planning Board for Five Years;
One Member of the Needham Housing Authority for Five Years;
One Commissioner of Trust Funds for Three Years;
One Commissioner of Trust Funds for One Year;
One Member of Park and Recreation Commission for Three Years;
Two Constables for Three Years;
Nine Town Meeting Members from Precinct A for Three Years;
One Town Meeting Member from Precinct A for One Year;
Nine Town Meeting Members from Precinct B for Three Years;
Nine Town Meeting Members from Precinct C for Three Years;
Nine Town Meeting Members from Precinct D for Three Years;
Eight Town Meeting Members from Precinct E for Three Years;
Eight Town Meeting Members from Precinct F for Three Years;

1999 ANNUAL TOWN MEETING WARRANT

Eight Town Meeting Members from Precinct G for Three Years;
Eight Town Meeting Members from Precinct H for Three Years;
One Town Meeting Member from Precinct H for Two Years;
Eight Town Meeting Members from Precinct I for Three Years;
One Town Meeting Member from Precinct I for Two Years;
Eight Town Meeting Members from Precinct J for Three Years;
One Town Meeting Member from Precinct J for One Year.

and at the Newman School in said Town on MONDAY, THE THIRD DAY OF MAY, 1999 AT 7:30 P.M.

ARTICLE 2: COMMITTEE AND OFFICER REPORTS

To hear and act on the reports of Town Officers and Committees.

INSERTED BY: Board of Selectmen

ZONING/LAND USE ARTICLES

ARTICLE 3: STREET ACCEPTANCE

To see if the Town will vote to accept the following street or portions thereof, constructed by developers under the requirements of the Subdivision Control Law and as laid out by the Board of Selectmen according to plans on file with the Town Clerk, including the taking or acceptance of easements as shown on said plan:

Heath Street

or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: No Position Taken

Article 3 Explanation: The street included in this Article has been built by a developer, according to the Town's Subdivision control law. Acceptance of this street as public way requires approval by Town Meeting.

ARTICLE 4: AMEND ZONING BY-LAW - DIMENSIONAL REGULATIONS FOR SINGLE RESIDENCE B AND GENERAL RESIDENCE DISTRICTS AND DEFINITION OF HALF-STORY FOR SINGLE-FAMILY AND TWO-FAMILY DETACHED DWELLINGS

To see if the Town will vote to amend the Zoning By-Law as follows:

1. In Section 1.3, Definitions, by deleting the existing definition of the term "Half-story" and by inserting in its place the following new definition:
"Half-story or 1/2 story - For all single-family detached dwellings and two-family detached dwellings, that portion of a building included between the upper surface of a floor and the lower surface of a sloping roof next above where the area contained therein has a finished ceiling height exceeding 5'- 0". Dormers installed in a sloping roof directly above the second story of a structure shall be limited in size as follows: the total length of the front wall(s) of a dormer(s) shall not exceed 30% (thirty percent) of the eave length of the portion of the roof in which the dormer is built. There are no restrictions on dormers installed in a sloping roof directly above the first story of a structure. This definition shall apply to all single-family detached dwellings and two-family detached dwellings. For all other buildings the definition is, that part of a building under a sloping roof where the full-length rafters rest on the top beam of the story below."
2. In Section 4.2, Dimensional Regulations for Rural-Residence Conservation, Single Residence A, Single Residence B, General Residence, and Institutional Districts, Subsection 4.2.1, Table of Regulations, by revising the third row in the Table "Single Residence B" so that it shall read as follows:

	<u>"Minimum Lot Area (sq.ft.)"</u>	<u>Minimum Frontage (feet)"</u>	<u>Front Setback (feet)"</u>	<u>Side Setback (feet)"</u>	<u>Rear Setback (feet)"</u>	<u>Maximum Floor Area Ratio (F.A.R.)"</u>	<u>Maximum % Lot Coverage"</u>	<u>Maximum Stories"</u>	<u>Maximum Height (feet)"</u>
Single Residence B	10,000	80	20 (b)	12.5 (c)(g)(i)	10 (d)(g)(j)	NR (e)	NR (f)(k)	2-1/2	35"

3. In Section 4.2, Dimensional Regulations for Rural-Residence Conservation, Single Residence A, Single Residence B, General Residence, and Institutional Districts, Subsection 4.2.1, Table of Regulations, by revising the fourth row in the Table "General Residence" so that it shall read as follows:

	<u>"Minimum Lot Area (sq.ft.)"</u>	<u>Minimum Frontage (feet)"</u>	<u>Front Setback (feet)"</u>	<u>Side Setback (feet)"</u>	<u>Rear Setback (feet)"</u>	<u>Maximum Floor Area Ratio (F.A.R.)"</u>	<u>Maximum % Lot Coverage"</u>	<u>Maximum Stories"</u>	<u>Maximum Height (feet)"</u>
General Residence	10,000	80	20 (b)	12.5 (c)(g)(i)	10 (d)(g)(j)	NR (e)	NR (f)(k)	2-1/2	35"

4. In Section 4.2, Dimensional Regulations for Rural-Residence Conservation, Single Residence A, Single Residence B, General Residence, and Institutional Districts, Subsection 4.2.1, Table of Regulations, by revising footnote (g) and by adding a new footnote (i), a new footnote (j), and a new footnote (k), which shall read as follows:

"(g) Excepting buildings and structures on any lot in a Single Residence A, Single Residence B or General Residence District devoted to a public, semi-public or institutional use as listed in Section 3.2 Schedule of Use Regulations and buildings and structures on any lot in a Single Residence B or General Residence District created through "New Construction", buildings and structures on lots created by deed or plan, endorsed or recorded before January 9, 1986, shall have a minimum side or rear line setback of 15 feet in the Single Residence A and Institutional Districts and 10 feet in the Single Residence B and General Residence Districts, respectively.*

(i) Buildings and structures created on any lot through "New Construction" and buildings and structures on lots created by deed or plan, endorsed or recorded after January 9, 1986, shall have a minimum side line setback requirement of 12.5 feet in the Single Residence B and General Residence Districts. A maximum of 28 linear feet of structure, as measured parallel to the side lot line at the first-floor plane, may be constructed to the minimum side setback line. For the remaining length of structure, as measured parallel to the side lot line at the first-floor plane, the minimum side line setback distance shall be increased to 14.5 feet. This requirement shall not apply to buildings and structures on any lot in a Single Residence B or General Residence District devoted to a public, semi-public or institutional use as listed in Section 3.2 Schedule of Use Regulations which uses are governed by footnote (c) herein.*

(j) Buildings and structures created on any lot through "New Construction" shall have a minimum rear line setback requirement of 20 feet in the Single Residence B and General Residence Districts. This requirement shall not apply to buildings and structures on any lot in a Single Residence B or General Residence District devoted to a public, semi-public or institutional use as listed in Section 3.2 Schedule of Use Regulations which uses are governed by footnote (d) herein.*

(k) In the Single Residence B District, buildings and structures created on any lot through "New Construction" shall not result in lot coverage exceeding the following specified maximum percentages of the area of such lot: For lots containing less than 5,500 square feet - 30%; For lots containing at least 5,500 square feet but less than 6,000 square feet - 29%; For lots containing at least 6,000 square feet but less than 6,500 square feet - 28%; For lots containing at least 6,500 square feet but less than 7,000 square feet - 27%; For lots containing at least 7,000 square feet but less than 7,500 square feet - 26%; and For lots containing at least 7,500 square feet - 25%. In the General Residence District, buildings and structures created on any lot through "New Construction" shall not result in lot coverage exceeding 30% of the area of such lot. For purposes of this section lot coverage shall be defined as that portion of a lot that is covered or occupied by buildings or structures, but excluding unenclosed porches and decks, and pools. This requirement shall not apply to

buildings and structures on any lot in a Single Residence B or General Residence District devoted to a public, semi-public or institutional use as listed in Section 3.2 Schedule of Use Regulations which uses are governed by footnote (f) herein.*

*As used in footnotes (g), (i), (j), and (k) of the Table of Regulations the term "New Construction" shall be defined as any one, or any combination of the following: (a) Any construction of a structure on a vacant lot; (b) Any construction which involves demolition of more than 50% (fifty percent) of the exterior frame or exterior envelope of an existing structure; (c) Any addition to an existing one-story or one and one-half story structure which results in a gross floor area greater than 200% (two hundred percent) of the gross floor area of the existing structure; and (d) Any addition to an existing two-story or two and one-half story structure which results in a gross floor area greater than 175% (one hundred seventy-five percent) of the gross floor area of the existing structure. Gross floor area for purposes of this definition is as defined in Section 1.3 of the Zoning By-Law under the heading "Floor Area, Gross". For purposes of calculating the percentages of any construction, addition or demolition under this definition, all construction shall be taken into account which commenced, or could have commenced, pursuant to an issued permit within two (2) years prior to the date of any request for any permit to construct, re-construct, alter, add, extend or otherwise structurally change any structure."

5. In Section 4.2, Dimensional Regulations for Rural-Residence Conservation, Single Residence A, Single Residence B, General Residence, and Institutional Districts, Subsection 4.2.1, Table of Regulations, by adding a new footnote (l) under the Maximum Stories column in the Rural-Residence Conservation, Single Residence A, Single Residence B, General Residence and Institutional rows to read as follows:

"(l) See the definition of Half-story, under Story in the Definitions section."

Or take any other action relative thereto.

INSERTED BY: Planning Board

FINANCE COMMITTEE RECOMMENDS THAT: No Position Taken

Article 4 Explanation: The Planning Board is very concerned about the impact on our neighborhoods of some recent single-family residential development. Two years ago proposals to control some of this impact were set forth by the Planning Board at Town Meeting, but they were not adopted and were instead referred back to the Board for further study. The articles were viewed as complex and were opposed by many Needham builders. It was suggested that the Board discuss the changes at greater length with Town residents and the real estate community. That has been done. A newspaper survey was undertaken in January of 1998 which gave the Board an indication of the nature of the Town's concerns. A citizens' task force, consisting of business people, builders, residents, and various civic groups, was appointed to study residents' concerns and to recommend appropriate land-use regulations. The results of that planning effort are contained in Article 4 before you. The article was contributed to by many sources, including one community workshop and the detailed review of the citizens' task force.

Article 4 establishes new setback and lot coverage requirements for "new construction" in the Single Residence B and General Residence Districts. "New construction" is defined in the article as: (1) Any construction of a structure on a vacant lot; (2) Any construction which involves demolition of more than 50% (fifty percent) of the exterior frame or exterior envelope of an existing structure; (3) Any addition to an existing one-story or one and one-half story structure which results in a gross floor area greater than 200% (two hundred percent) of the gross floor area of the existing structure; and (4) Any addition to an existing two-story or two and one-half story structure which results in a gross floor area greater than 175% (one hundred seventy-five percent) of the gross floor area of the existing structure. For purposes of calculating the percentages of any construction, addition or demolition under this definition, all construction shall be taken into account which commenced, or could have commenced, pursuant to an issued permit within two (2) years prior to the date of any request for any permit to construct, re-construct, alter, add, extend or otherwise structurally change any structure. This last provision is designed to prevent builders from accomplishing under multiple building permits what would not be allowed under one building permit. It does this by requiring that the Building Inspector take into account, in reviewing a permit application, any building permits issued within the previous two years for the property.

Article 4 will restrict the size of "new construction" in two ways. First, it would impose a "lot coverage" requirement. Second, it would change side line and rear line setbacks.

"Lot coverage" is defined as a fraction, or percentage, calculated by dividing the square footage of the lot covered by buildings or structures (often called the "footprint"), by the square footage of the lot on which it is located. For purposes of calculating lot coverage, the amendment excludes unenclosed porches and decks. The article establishes a sliding scale lot coverage requirement in the Single Residence B District for "new construction" as follows: For lots containing less than 5,500 square feet, the lot coverage can be no more than 30%; For lots containing at least 5,500 square feet but less than 6,000 square feet, the lot coverage can be no more than 29%; For lots containing at least 6,000 square

feet but less than 6,500 square feet, the lot coverage can be no more than 28%; For lots containing at least 6,500 square feet but less than 7,000 square feet, the lot coverage can be no more than 27%; For lots containing at least 7,000 square feet but less than 7,500 square feet, the lot coverage can be no more than 26%; and For lots containing 7,500 square feet or more, the lot coverage can be no more than 25%. The article establishes a 30% lot coverage requirement in the General Residence District for "new construction".

Article 4 also proposes new setback requirements for "new construction" in the Single Residence B and General Residence Districts. "Setback" is defined in the Zoning By-Law as the "Minimum horizontal distance from a street line or a lot line to any part of a building or structure, including overhang, but not uncovered steps, fences or awnings." The article proposes that buildings created through "new construction" shall have a minimum rear line setback of 20 feet. This is an increase from the present rear line setback of 10 feet. The side line setback provisions for Single Residence B and General Residence are more complicated. The present situation is that lots created before January 9, 1986 are subject to a 10-foot side line setback, and lots created after that date to a 20-foot side line setback. What is proposed is that lots on which "new construction" takes place, and lots created after January 9, 1986, whether or not there is "new construction", must meet a 12.5-foot side line setback requirement. This is a 2.5-foot increase for lots created prior to January 9, 1986 on which "new construction" takes place. All other lots created prior to January 9, 1986 continue to be governed by the 10-foot side line setback.

The final proposed setback change for "new construction" establishes a stepped side line setback and works as follows: If you build the side of the house along the setback line, it can extend for a distance of only 28 feet at the 12.5-foot setback line. Any additional length must be set back an additional two feet. So, under the proposed amendment, 28 feet of the side of the house could be located 12.5 feet from the side lot line, the remainder would have to be at least 14.5 feet back from that line.

Finally, the article clarifies what may be included in the top half-story in a 2 ½ story single or two-family dwelling, and applies to all districts where such uses are allowed by right or by special permit and the height limit is 2½ stories. The 2½ story limitation is not proposed to change. What would change is the definition of "½ story" so as to allow for the placement of dormers in the "½ story" subject to the following restrictions: (1) no more than 50% of the area contained in the ½ story could have a finished ceiling height exceeding 5 feet; and (2) the length of dormers installed in a sloping roof directly above the second story of a structure could not exceed 30% of the eave length of the portion of the roof in which the dormer is built. There would be no restrictions on the length of dormers installed in a sloping roof directly above the first story of a structure.

Article 4, although not going as far as some would like, will reduce the number of contrived lots. Increasing setbacks and establishing a lot coverage requirement for new construction and its functional equivalent will result in residential construction more characteristic of Needham's existing neighborhoods. Allowing for the placement of dormers in the half-story will afford residents an additional means of meeting their space needs without significantly increasing overall house bulk.

ARTICLE 5: AMEND ZONING BY-LAW - ADULT USES OVERLAY DISTRICTS

To see if the Town will vote to amend the Zoning By-Law, Section 3.5, Adult Uses Overlay Districts, Subsection 3.5.6, Special Permit Standards for Adult Uses, by revising paragraph (a) so that it shall read as follows (new language underlined):

"(a) No Adult Bookstore, Adult Video Store, Adult Paraphernalia Store, Adult Motion Picture Theater, or Adult Live Entertainment Establishment may be located less than 500 feet from a child-care facility, park, playground, recreational areas where large numbers of minors regularly travel or congregate, another Adult Use, any establishment licensed under the provisions of M.G.L. Chapter 138, Section 12, or any establishment with a common victualler's license that allows consumption of alcoholic beverages on its premises, nor less than 700 feet from any residential district designated by this By-Law. The distances specified above shall be measured by a straight line from the nearest property line of the premises on which the Adult Use is to be located to the nearest property line of any of the designated uses set forth herein."

Or take any other action relative thereto.

INSERTED BY: Planning Board

FINANCE COMMITTEE RECOMMENDS THAT: No Position Taken

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Article 5 Explanation: This article would amend the current adult use regulations so as to prohibit an adult use facility from locating within 500 feet of any establishment that allows for the consumption of alcoholic beverages on its premises (i.e., restaurant allowing carry-in alcohol). Under the current adult use regulations, no adult use facility can be located within 500 feet of a restaurant with a liquor license. Current adult use regulations impose no locational restrictions on adult use facilities wishing to locate within 500 feet of a restaurant allowing carry-in alcohol and on which a liquor license is not required. The proposed amendment will create parity between those establishments with liquor licenses and those establishments permitting carry-in alcohol consumption so that any facility that allows alcohol consumption on its premises is considered in the same regulatory category.

ARTICLE 6: AMEND ZONING BY-LAW - MAP CHANGE TO FLOOD PLAIN DISTRICT

To see if the Town will vote to amend the Needham Zoning By-Law by amending the Zoning Map as follows:

1. Place in the Flood Plain District all that land along or sloping toward that portion of Rosemary Brook between Rosemary Lake and Central Avenue that is at or below the following elevations: (a) Ninety (90) feet above mean sea level upstream of West Street; and (b) Eighty-eight (88) feet above mean sea level between West Street and Central Avenue.
2. Place in the Flood Plain District all that land along or sloping toward that portion of Rosemary Brook between Central Avenue and the Needham-Wellesley town line that is at or below an elevation of eighty-five (85) feet above mean sea level.
3. Place in the Flood Plain District all that land along or sloping toward the Fuller Brook that is at or below the following elevations: (a) One hundred forty (140) feet above mean sea level upstream of a line described as follows: beginning at the U.S. Geodetic Survey bench mark 28 AK (Massachusetts 1941 Coordinates X = 665044.12, Y = 464912.59), thence northerly along a straight line thirty-seven hundred (3700) feet more or less to a point at the intersection of the center lines of Alden Road and Stewart Road; and (b) One hundred thirty-seven (137) feet above mean sea level westerly of the line described in the preceding paragraph (a) and also including all that land at or below elevation one hundred thirty-seven (137) feet mean sea level between Cartwright Road and the Needham-Wellesley town line and between Central Avenue and the Needham-Wellesley town line.
4. Place in the Flood Plain District all that land along or sloping toward the Charles River between the most easterly intersection of the Needham-Dover-Wellesley town lines and the Cochrane Dam that is at or below the following elevations: (a) One hundred ten (110) feet above mean sea level between the most easterly intersection of the Needham-Dover-Wellesley town lines and a line projected perpendicular to the center line of the Charles River extending westerly from the Metropolitan District Commission sewer manhole, Station #43 + 33.20, seventy-eight hundred (7800) feet more or less downstream; (b) One hundred nine (109) feet above mean sea level between a line projected perpendicular to the center line of the Charles River extending westerly from the Metropolitan District Commission sewer manhole, Station #43 + 33.20, and the Central Avenue Bridge; and (c) One hundred eight (108) feet above mean sea level between the Central Avenue Bridge and the Cochrane Dam located approximately two hundred (200) feet downstream of the South Street Bridge.
5. Place in the Flood Plain District all that land along or sloping toward the Charles River that is at or below an elevation of one hundred (100) feet above mean sea level between the Cochrane Dam and the Chestnut Street Bridge.
6. Place in the Flood Plain District all that land along or sloping toward the Charles River between the Chestnut Street Bridge and the Greendale Avenue Bridge that is at or below the following elevations: (a) Ninety-eight (98) feet above mean sea level between the Chestnut Street Bridge and the Dedham Avenue Bridge; and (b) Ninety-six (96) feet above mean sea level between the Dedham Avenue Bridge and the Greendale Avenue Bridge.
7. Place in the Flood Plain District all that land along or sloping toward the Charles River between the Greendale Avenue Bridge easterly and northerly along the Charles River in Needham to the Needham-Wellesley town line that is at or below the following elevations: (a) Ninety-five (95) feet above mean sea level between the Greendale Avenue Bridge and the intersection of the Needham-Dedham town lines approximately twenty-four hundred (2400) feet downstream of the Greendale Avenue Bridge; (b) Ninety-two (92) feet above mean sea level between the intersection of the Needham-Dedham town lines approximately twenty-four hundred (2400) feet downstream of the Greendale Avenue Bridge and the Kendrick Street Bridge; (c) Ninety-one (91) feet above mean sea level between the Kendrick Street Bridge and the Sudbury Aqueduct; and (d) Seventy-five (75) feet above mean sea level between the Sudbury Aqueduct and the

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Needham-Wellesley town line. (Note: Add 105.64 feet to mean sea level elevations to determine elevations on Needham sewer base datum.)

Or take any other action relative thereto.

INSERTED BY: Planning Board

FINANCE COMMITTEE RECOMMENDS THAT: No Position Taken

Article 6 Explanation: This article would amend the Zoning Map to reflect the Town's present Flood Plain District boundaries as described in the Zoning By-Law. No change to the actual Flood Plain District boundaries are afforded by this amendment. Rather, the current Flood Plain District boundaries as described in the Zoning By-Law will now be shown on the Zoning Map in addition to being described in narrative form in the Zoning By-Law. This technical correction to the Zoning Map was recommended to the Town by the Attorney General last spring to ensure the Town's continued ability to enforce its Flood Plain District zoning regulations.

PERSONNEL RELATED ARTICLES

ARTICLE 7: AMEND CLASSIFICATION AND STANDARD RATES OF COMPENSATION

To see if the Town will vote to amend that Classification and Standard Rates of Compensation Schedule in its entirety by substituting therefore a new Classification and Standard Rates of Compensation Schedule; or take any other action relative thereto.

NOTE: All revisions to the Classification and Standard Rates of Compensation Schedule will be provided to Town Meeting Members before May 3, 1999. Except as otherwise required by State law, the classes of positions in paid appointive service in the Town, other than those in the service of the School Department, and the standard rates of compensation thereof, effective July 1, 1999, may be found in the Classification and Standard Rates of Compensation Schedule, as amended.

INSERTED BY: Personnel Board

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be made at Town Meeting

Article 7 Explanation: In accordance with M.G.L. c.41 Section 108A, the Town annually adopts a classification and compensation schedule for general government employees other than employees covered by labor contracts. The Personnel Board recommends classification and compensation levels for non-represented employees, as well as classification levels for employees whose titles are contained in a bargaining unit. The rates of pay for the latter are set during the collective bargaining process and are incorporated into the classification and compensation schedule. All revisions to the Classification and Standard Rates of Compensation Schedule will be provided to Town Meeting Members before May 3, 1999.

ARTICLE 8: ESTABLISH ELECTED OFFICIALS' SALARIES

To see if the Town will vote to fix the compensation of the following elected officers of the Town as of July 1, 1999 as required by the Massachusetts General Laws, Chapter 41, Section 108 and as recommended by the Personnel Board and subject to, in the case of the Town Clerk, the longevity provisions of Section 8.11.12 of the Consolidated Personnel By-Law.

Town Clerk:	\$51,388
Town Clerk with Six Years of Service:	\$61,356
Selectmen, Chairman:	\$1,800
Selectmen, Others:	\$1,500
Assessor, in Office as of 1/17/96:	\$10
Assessor, not in Office as of 1/17/96:	\$0;

or take any other action relative thereto.

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INSERTED BY: Personnel Board

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be made at Town Meeting

Article 8 Explanation: In accordance with M.G.L. c. 41 Section 108, the Town must annually vote to set the salary rates for any Elected Town officials who receive compensation. The Town Clerk's salary has been separated into two categories, a newly elected Town Clerk, and a Town Clerk with at least six years of service. This is done because Town elections are held in April and Town Meeting would not have a chance to vote on the salary of a newly elected Clerk until after the incumbent had been receiving a higher rate of pay for several months. The annual stipends for the members of the Board of Selectmen have remained unchanged since 1977; the stipends for the members of the Board of Assessors were eliminated at the 1996 Annual Town Meeting. Members of the Board of Assessors in office at the time were grandfathered at a \$10 annual rate so that they could retain their health insurance benefits.

ARTICLE 9: FUND COLLECTIVE BARGAINING AGREEMENT - AFSCME, COUNCIL 93, LOCAL 335 (CUSTODIANS AND MAINTENANCE WORKERS)

To see if the Town will vote to approve the funding of a collective bargaining agreement between the Town and AFSCME, Council 93, Local 335 and to recommend amending the necessary line items in the FY2000 Operating Budget under Article 19 to fund same; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be made at Town Meeting

Article 9 Explanation: At the time of the printing of the Warrant, the collective bargaining agreement with AFSCME had not been concluded. Information will be provided to Town Meeting Member in advance of the discussion of this Article, pending agreement with the Union.

ARTICLE 10: AMEND CONSOLIDATED PERSONNEL BY-LAW

To see if the Town will vote to amend its Consolidated Personnel By-Law (Article VIII of the General By-laws of the Town of Needham) by:

1. Amending in Section 8.3 the definition of Emergency Appointments, by deleting the words "three (3)" and inserting in place thereof the words "six (6)";
2. Amending Section 8.17 by deleting the words "who have successfully completed the six-month probationary period" and inserting a second paragraph as follows:

"Newly hired non-represented employees shall be granted personal leave according to the following schedule:

<u>First Day of Employment</u>	<u>Personal Days</u>
July 1 - December 31	2 days
January 1 - June 30	1 day"

3. Amending Article 8.11.4 (b) by deleting the word "and" before the word "stipends," and inserting after the word "stipends," the words "merit pay, or other pay type as may be authorized by this by-law or state statute,"
4. Amending Section 8.5 by inserting a new section (c)(2) and renumbering the following sub-sections accordingly.

"8.5(c)(2) Oversee the administration of the management compensation system, including performance and merit pay programs, in accordance with guidelines and policies promulgated by the Personnel Board."

5. Amending Section 8.11 by inserting a new section 8.11.4 and renumbering following sub-sections accordingly.

"8.11.4

- (a) The Town Administrator shall oversee a management compensation system, including performance and merit pay components, in accordance with guidelines and policies promulgated by the Personnel Board.
- (b) In the event that other provisions of this by-law conflict with Section 8.11.4(a), the provisions of 8.11.4(a) shall prevail.
- (c) All management compensation increases must be approved by the Town Administrator. In the event that an appointing authority is not satisfied with a determination made by the Town Administrator, he or she may request that the Chairman of the Personnel Board/designee mediate the matter. If the Appointing Authority is still not satisfied as to the decision of the Town Administrator, he or she may file an appeal with the Personnel Board in accordance with Section 8.23 of this By-law."

6. Amend Section 8.11.12 by inserting the following at the end of the section:

"Department managers (those classified and compensated on the M-Schedule) hired after July 1, 1994 will not be eligible to participate in the longevity program. Individuals newly promoted to department manager positions after July 1, 1994 will not be eligible to participate in the longevity program, unless approved by the Personnel Board in extenuating circumstances."

Or take any other action relative thereto.

INSERTED BY: Personnel Board

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be made at Town Meeting

Article 10 Explanation: The Personnel Board is proposing several changes to the Consolidated Personnel By-law. The first item is a technical correction to an action taken by a previous Town Meeting to extend the definition of an emergency appointment from three to six weeks. The second item clarifies the eligibility for, and use of, personal leave for non-represented employees, who are currently entitled to two personal days per year, but must serve a six month probationary period prior to using the days. The third item, also a technical correction, clarifies the pay types non-represented employees are already entitled to receive. The final three items substantially change the method of compensation for management employees, from a system which rewards longevity, to one which rewards individual and team performance.

ARTICLE 11: ACCEPT MGL CHAPTER 152 SECTION 69 - ELIGIBILITY FOR WORKERS COMPENSATION FOR CERTAIN EMPLOYEES

To see if the Town will vote to accept the provisions of Section 69 of Chapter 152 of the General Laws; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be made at Town Meeting

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Article 11 Explanation: MGL Chapter 152 provides for the payment of workers compensation and reimbursement for medical expenses for approved work-related injuries for municipal employees, excluding public safety (police and fire) employees who are covered under a different statute. Full-time elected officials are not entitled to workers compensation unless the Town Meeting first adopts Section 69 of Chapter 152, and the Board of Selectmen then acts to designate the position(s) as eligible. At the current time, the only non-public safety employee of the Town of Needham who is not covered by this statute is the Town Clerk. Acceptance of this provision would allow the Board of Selectmen to designate the position of elected Town Clerk to be included in the definition of an employee for the purposes of workers compensation.

ARTICLE 12: APPROPRIATE FOR TAX WORK-OFF PROGRAM

To see if the Town will vote to raise and appropriate \$7,500 for the purpose of conducting a tax work-off program, said sum to be spent under the direction of the Board of Selectmen and raised from the tax levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article 12 Explanation: In fiscal year 1996, the Town initiated a program whereby qualified elderly and disabled property owners could work up to 100 hours for the Town. In turn, the individual is paid approximately \$600 which is applied to their property tax bill. The funding request is unchanged from the amount approved in FY99.

ARTICLE 13: APPROPRIATE FOR MEMORIAL PARK GARDEN

To see if the Town will vote to raise and appropriate \$2,000 for the purpose of maintaining the Memorial Park Garden, said sum to be spent under the direction of the Memorial Park Trustees and raised from the tax levy; or take any other action relative thereto.

INSERTED BY: Memorial Park Trustees

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted, Funded in Operating Budget

Article 13 Explanation: The Memorial Park Garden was originally developed with donations and volunteers. The Memorial Park Trustees are requesting \$2,000 in order to fund a portion of the annual upkeep and maintenance of this garden.

ARTICLE 14: APPROPRIATE FOR MILLENNIUM CELEBRATION

To see if the Town will vote to raise and appropriate \$10,000 for a millennium celebration in accordance with Chapter 59 of the Acts of 1998, said sum to be spent under the direction of the Board of Selectmen and raised from the tax levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be made at Town Meeting

Article 14 Explanation: The Board of Selectmen is interested in forming a committee to oversee a Millennium celebration in the Town. As provided by Chapter 59 of the Acts of 1998, this celebration would be funded by a \$10,000 appropriation and any grants, gifts or the sale of commemorative items and events.

ARTICLE 15: **APPROPRIATE FOR Y2K PREPARATIONS**

To see if the Town will vote to raise and appropriate \$30,000 to be used for staffing and other costs related to the Town's preparations for Y2K, said sum to be spent under the direction of the Board of Selectmen and raised from the tax levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be made at Town Meeting

Article 15 Explanation: Y2K refers to the flaw in some computers and computer chips in recognizing the year 2000. The Town has been systematically reviewing all of its computers and computer supported equipment to ensure Y2K compatibility. There is a concern, however, that Y2K computer failures may cause a demand on the Town's public safety services. These funds, therefore, will be used to offset the cost for additional staff to be on duty on December 31 / January 1 and any other Y2K related preparations.

ARTICLE 16: **ACCEPT CHAPTER 456 OF THE ACTS OF 1998 (COLA FOR NON CONTRIBUTORY RETIREES)**

To see if the Town will vote to accept Chapter 456 of the Acts of 1998; or take any other action relative thereto.

INSERTED BY: Needham Contributory Retirement Board

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article 16 Explanation: This law allows a community, by local option, to grant a cost-of-living increase to those retirees who were in Town service prior to 1937. There are currently nine retirees in this category. Their average annual pension is currently \$15,555. The anticipated cost would be \$4,200, which would cover cost-of-living payments for FY99 and FY2000. By act of Town Meeting of 1998, all other retirees are already eligible to receive cost-of-living increases.

ARTICLE 17: **ACCEPT MGL CHAPTER 32, SECTION 4 (1) (ALLOW PENSION CREDIT FOR LIBRARY TRUSTEES)**

To see if the Town will vote to accept MGL Chapter 32, Section 4, subdivision (1) paragraph O ½, as amended by MGL Chapter 456 of the Acts of 1998; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be made at Town Meeting

Article 17 Explanation: This law allows individuals who serve as library trustees, who are also eligible to receive retirement benefits for service in the State or municipal government, to receive creditable service for their years as a library trustee. To obtain the creditable service the individual must deposit into the annuity savings fund of the system an amount equal to the sum that would have been paid annually if the position had been compensated at a rate of \$2,500 per year, plus interest.

ARTICLE 18: **ACCEPT MGL CHAPTER 59, SECTION 5, CLAUSE 53 (PROPERTY TAX EXEMPTIONS FOR CERTAIN PROPERTY OWNERS)**

To see if the Town will vote to accept the provisions of MGL Chapter 59, Section 5 Clause 53; or take any other action relative thereto.

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INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be made at Town Meeting

Article 18 Explanation: State law permits the Board of Selectmen to shift the portion of water/sewer costs that are debt related off of the water/sewer rate and onto the tax levy. The potential benefit of this legislation is that by shifting water/sewer debt service onto the property tax, this expense now becomes a federal tax deduction when a homeowner files their income tax return. By accepting this legislation, the Town can provide up to a \$300 property tax abatement to those homeowners with septic systems or cesspools. This provision is available, because homeowners on septic / cesspool systems will see an increase in their property tax bills that is greater than the decrease in their water bills.

ARTICLE 19:

APPROPRIATE THE FY2000 OPERATING BUDGET

To see what sums of money the Town will vote to raise and appropriate for the necessary Town expenses and charges; or take any other action relative thereto.

INSERTED BY: Finance Committee

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted as shown on pages 9 - 14.

ARTICLE 20:

APPROPRIATE THE FY2000 WATER ENTERPRISE FUND BUDGET

To see if the Town will vote to raise and appropriate from water receipts or transfer from the water enterprise fund the following sums of money to operate the Water Division of the DPW during fiscal year 2000; under the provision of G.L. Chapter 44, Section 53F ½:

	<u>Expended</u> <u>FY 98</u>	<u>Appropriated</u> <u>FY 99</u>	<u>Recommended</u> <u>FY2000</u>
901 Salaries	\$563,730	614,955	622,554
902 Purchase of service	204,618	256,991	233,700
903 Expenses	166,498	201,255	289,527
904 Capital outlay	50,631	20,000	54,500
905 MWRA assessment	154,221	329,482	329,482
906 Emergency repairs	39,315	50,000	50,000
907 Debt service	483,682	615,000	1,021,721
Total	1,662,695	2,087,683	2,601,484

Said sums to be raised as follows:

Water receipts:	\$2,566,984
Water retained earnings:	\$34,500

or take any other action relative thereto.

INSERTED BY: Board of Selectmen/ Finance Committee

FINANCE COMMITTEE RECOMMENDS THAT: Article be adopted as follows: Line item 903 - Expenses at \$201,255. The Finance Committee is further deliberating the capital outlay and debt service items and will make a recommendation at Town Meeting.

Article 20 Explanation: The Water Enterprise Fund budget is a self-supporting account. That is, water fees and charges cover the entire cost of operations. The increase in expenses is for the purchase of chemicals for the new water treatment facility. The increase in capital outlay is for the purchase of a 3/4 ton pick-up truck (\$25,500) and for emergency lights

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used for night repairs (\$9,000). Increases in debt service represent the debt costs associated with the new water treatment facility. The MWRA assessment will not be known until June 30. This figure will be amended at the Fall Special Town Meeting.

ARTICLE 21: APPROPRIATE THE FY2000 WASTEWATER ENTERPRISE FUND BUDGET

To see if the Town will vote to raise and appropriate from wastewater receipts or transfer from the wastewater enterprise fund the following sums of money to operate the Sewer Division of the DPW during fiscal year 2000; under the provisions of G.L. Chapter 44, Section 53F ½:

	<u>Expended FY98</u>	<u>Appropriated FY99</u>	<u>Recommended FY2000</u>
908 Salaries	\$400,805	388,404	390,245
909 Purchase of service	95,446	108,888	102,400
910 Expenses	55,353	62,070	61,070
911 Capital outlay	29,400	38,250	91,100
912 MWRA assessment	3,982,467	4,088,380	4,088,380
913 Emergency repairs	66,739	20,000	20,000
914 Debt service	<u>533,617</u>	<u>886,000</u>	<u>1,183,153</u>
TOTAL	5,163,827	5,591,992	5,936,348

Said sums to be raised as follows:

Wastewater receipts	\$5,845,248
Transfer from Retained Earnings	\$91,100;

Or take any other action relative thereto.

INSERTED BY: Board of Selectmen/Finance Committee

FINANCE COMMITTEE RECOMMENDS THAT: Article Be adopted, however, the Finance Committee is further deliberating the capital outlay, debt service and retained earning items and will make a recommendation at Town Meeting.

Article 21 Explanation: The Wastewater Enterprise Fund budget (Sewer Division) is a self-supporting account. That is, sewer use fees and charges cover the entire cost of operations. The capital outlay line item includes \$25,000 for replacement pumps, \$91,000 for vehicles and \$25,000 for a mobile emergency pump. Increases in debt service reflect the West Street pumping station and force main project. The MWRA assessment will not be known until June 30. This figure will be amended at the Fall Special Town Meeting.

ARTICLE 22: APPROPRIATE THE FY2000 SOLID WASTE/RECYCLING ENTERPRISE FUND BUDGET

To see if the Town will vote to raise and appropriate from solid waste/recycling receipts or transfer from the Solid Waste / Recycling Enterprise Fund the following sums of money to operate the Solid Waste and Recycling Division of the DPW during fiscal year 2000; under the provisions of G.L. Chapter 44, Section 53F ½:

	<u>Expended FY98</u>	<u>Appropriated FY99</u>	<u>Recommended FY2000</u>
915 Salaries	\$477,733	\$417,229	\$355,997
916 Purchase of service	916,649	911,211	929,900
917 Expenses	129,727	151,220	142,720

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918	Capital outlay	0	0	0
919	Emergency repairs	0	0	0
920	Debt service	<u>257,357</u>	<u>222,815</u>	<u>230,707</u>
	TOTAL	\$1,781,466	\$1,702,475	\$1,659,324

Said sums to be raised as follows:

Solid Waste Receipts	\$644,324
Transfer from the Tax Levy	\$1,015,000;

or take any other action relative thereto.

INSERTED BY: Board of Selectmen / Finance Committee

FINANCE COMMITTEE RECOMMENDS THAT: Budget to be amended and recommendation to be made at Town Meeting.

Article 22 Explanation: The direct costs of this enterprise fund are supported by the property tax (approximately \$1,015,000) and user fees (approximately \$645,000). It is anticipated that this budget will be amended (i.e. reduced) at Town Meeting based on an analysis of the amount of trash and recycling at the RTS. This analysis could not be completed prior to the printing of this Warrant.

ARTICLE 23: CONTINUE REVOLVING FUND - SCHOOL BUSING

To see if the Town will vote to continue a revolving fund account pursuant to the provisions of M.G.L. Chapter 44, Section 53E ½ for the revenues and expenditures from the School Department Fee-Based Busing Program and authorize the School Committee, through the Superintendent, to expend money from such fund in the amount of \$200,000 in fiscal year 2000; or take any other action relative thereto.

INSERTED BY: School Committee

FINANCE COMMITTEE RECOMMENDS THAT: No Position Taken

Article 23 Explanation and Summary of MGL Chapter 44, Section 53E ½ : The Needham Public Schools provides transportation for a fee to all students who are in grades 7 - 12, Kindergarten After School Enrichment Program, Needham Extended Day Program, and those in grades K-6 who live within the 1.5 mile eligibility guideline. The fee is based on the number of buses needed to serve this population of riders and the average cost per seat. The Revolving Fund supports the cost of buses, personnel, and limited program materials. All buses are contracted through a private bus company.

A revolving fund established under the provisions of G.L. Chapter 44, Section 53E ½ must be authorized annually by vote of the Town Meeting. The fund shall be credited with only the departmental receipts received in connection with the programs supported by such revolving fund and expenditures may be made from the revolving fund without further appropriation, subject to the provisions of Section 53E ½.

The Annual Town Meeting authorization for each revolving fund shall specify:

- (1) the programs and purposes for which the revolving fund may be expended;
- (2) the departmental receipts which shall be credited to the revolving fund;
- (3) the board, department or officer authorized to expend from such fund; and
- (4) a limit on the amount which may be expended from such fund in the ensuing year.

In any fiscal year the Board of Selectmen and the Finance Committee may approve an increase in the amount to be spent from the revolving fund, but in no event shall any agency, board, department or officer be authorized to expend in any one fiscal year more than one percent of the amount raised by the Town by taxation in the most recent fiscal year for which a tax rate has been certified pursuant to MGL. Chapter 59, section 23.

ARTICLE 24: CONTINUE REVOLVING FUND - MEMORIAL PARK

To see if the Town will vote to continue a revolving fund account pursuant to the provisions of M.G.L. Chapter 44, Section 53E ½ for the revenues from Memorial Park food concessions, said funds to be used for improvements to the Memorial Park and to authorize the Memorial Park Trustees to expend money from said fund in fiscal year 2000 in the amount of \$4,100; or take any other action relative thereto.

INSERTED BY: Memorial Park Trustees

FINANCE COMMITTEE RECOMMEND THAT: No Position Taken

Article 24 Explanation: This revolving fund has existed since fiscal year 1995. Revenues are from the Memorial Park food concessions. These funds are then used for the maintenance of the building and grounds including items such as paint, signs, locks and windows. A summary of M.G.L. Chapter 44, Section 53E ½ regarding revolving funds can be found following Article 23.

ARTICLE 25: CONTINUE REVOLVING FUND - LOCAL TRANSPORTATION

To see if the Town will vote to continue a revolving fund account pursuant to the provisions of M.G.L. Chapter 44, Section 53E ½ for the revenues and expenditures associated with local transportation including grant revenues from the MBTA Suburban Transportation Program and to authorize the Board of Selectmen, through the Council on Aging Director, to expend money from such fund in fiscal year 2000 in the amount of \$40,000; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: No Position Taken

Article 25: Explanation: This fund allows the Council on Aging the ability to manage the fiscal portion of the transportation program for the Senior Citizens of the Town. All funds received from the MBTA, Roche Bros. / Sudbury Farms, and from various donations are deposited into this account. Expenses such as the transportation coordinator's salary, taxi service to and from the Senior Center six days a week, and the Shopper's bus which transports seniors for grocery shopping on a weekly basis, are paid for through this account. The entire transportation program costs are approximately \$35,000.00 annually. Because of the erratic schedule of reimbursement from the funding sources and the increasing demand for transportation services, the Council on Aging requests that the Fund be voted at \$40,000.00. A summary of M.G.L. Chapter 44, Section 53E ½ regarding revolving funds can be found following Article 23.

ARTICLE 26: CONTINUE REVOLVING FUND: YARD WASTE PROCESSING PROGRAM

To see if the Town will vote to continue a revolving fund account pursuant to the provisions of M.G.L. Chapter 179 of the Acts of 1993 for the revenues and expenditures associated with the Yard Waste Processing Program and to authorize the Board of Selectmen, through the Director of Public Works, to expend money from said fund in fiscal year 2000 in the amount of \$75,000; or take any action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: No Position Taken

Article 26 Explanation and Summary of MGL Chapter 179: This revolving fund has existed since fiscal year 1994. In 1993, the Town received a \$180,000 wood waste grinding machine through a grant from the DEP. This machine processes certain types of yard waste. As a condition of receiving this grant, the Town was required to allow other municipalities to use this equipment. Participating communities pay into this revolving fund based on their daily use of the equipment. These funds are then used for the maintenance and upkeep of the equipment. Chapter 179 law authorizes the creation of an intergovernmental revolving fund by a town that is the lead community in the operation of a multi-community yard waste processing or recycling program. For a lead community to create the fund, its board of selectmen must vote to authorize it, must establish a limit on the total amount which may be spent from the fund for the first fiscal year and must designate the department responsible for operating the yard waste processing or recycling program. For future fiscal years Town Meeting sets the

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annual spending limit and designate the responsible department. The spending limit may be increased during the course of any fiscal year with the approval of the board of selectmen.

ARTICLE 27:

CONTINUE REVOLVING FUND - HOME COMPOSTING BIN ACCOUNT

To see if the Town will vote to continue a revolving fund account pursuant to the provisions of M.G.L. Chapter 44, Section 53F 1/2 for the revenues and expenditures associated with the sale of home composting bins and authorize the Board of Selectmen, through the Director of Public Works, to expend money from such fund in fiscal year 2000 in the amount of \$2,000 for the purchase of additional bins and related costs; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: No Position Taken

Article 27 Explanation: Through the efforts of the Board of Health and the Highway Division, the Town of Needham was granted a supply of home composting bins by the DEP. This grant serves as the "seed" money to generate revenue to continue the program. The DEP purchases the bins at a favorable cost and distributes the bins to the municipalities. The municipalities sell the bins at prices substantially below market value. The revenue from these sales are used to purchase additional bins through the DEP supplier bids.

ARTICLE 28:

CONTINUE REVOLVING FUND - HUMAN RIGHTS COMMITTEE INVESTIGATION ACCOUNT

To see if the Town will vote to continue a revolving fund account pursuant to the provisions of M.G.L. Chapter 44, Section 53F 1/2 for the revenues and expenditures associated with the Human Rights Committee Investigation Account, and authorize the Board of Selectmen, through the Town Administrator, to expend money from such fund in fiscal year 2000 in the amount of \$2,000; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: No Position Taken

Article 28 Explanation: This revolving fund was created in fiscal year 1999. The Human Rights Committee (HRC), through the Board of Selectmen, entered into an agreement with the Massachusetts Commission on Discrimination (MCAD) to investigate and/or conciliate MCAD complaints of discrimination that are claimed to have occurred in the Town of Needham. The MCAD will pay the HRC for handling these MCAD complaints.

ARTICLE 29:

ESTABLISH REVOLVING FUND - SENIOR CENTER ACTIVITIES

To see if the Town will vote to establish a revolving fund account pursuant to the provisions of M.G.L. Chapter 44, Section 53F 1/2 for the revenues and expenditures associated with the Senior Center Activities Account, and authorize the Board of Selectmen, through the Council on Aging Director, to expend money from such fund in fiscal year 2000 in the amount of \$1,000; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be made at Town Meeting

Article 29 Explanation: The Council on Aging is planning on offering various social programs for which it will charge a small fee to cover the cost of the program. This revolving fund will provide a mechanism for collecting these fees and using this money for the program supplies and materials.

ARTICLE 30:

**ACCEPT CHAPTER 73, SECTION 4 OF THE ACTS OF 1986
(CONTINUATION OF INCREASE IN PROPERTY TAX EXEMPTION LIMITS)**

To see if the Town will vote to accept, for fiscal year 2000, the provisions of Section 4 of Chapter 73 of the Acts of 1986, as amended by Chapter 126 of the Acts of 1988, which amends Chapter 59 of the General Laws relative to real estate property tax exemptions and approve an increase in the amount of 26% for each eligible exemption; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article 30 Explanation and Summary of Chapter 73, Section 4 of the Acts of 1986 and Chapter 126 of the Acts of 1988: Town Meeting approval of the additional exemption, as well as application for the exemption by the taxpayer, must be made annually. Approval was first granted by the May 1993 Town Meeting. The Board of Selectmen has, each year, recommended that the exemption increase by the percentage increase in property taxes for the prior year. In fiscal year 1999 the exemption was 24%. Acceptance of Section 4 of Chapter 73 of the Acts of 1986, as amended by Chapter 126 of the Acts of 1988, permits the Town to grant an additional exemption to certain taxpayers who are surviving spouses, surviving minors of deceased parents, persons over the age of 70, certain veterans and disabled veterans and their surviving spouses, parents of veterans who died in wartime service and blind individuals, and who qualify for an exemption under any one of the following clauses of Section 5 of Chapter 59 of the General Laws:

Clauses 17, 17C, 17D, 22, 22A, 22B, 22C, 22D, 22E, 37, 37A, 41, 41B, 41C, 42, or 43.

The additional exemption shall be uniform for all exemptions but shall not exceed one hundred percent of a taxpayers original exemption. No taxpayer may pay less tax than paid on the preceding year, except through the application of General Laws, Chapter 58, Section 8A or Chapter 59, Section 5, clause 18. The taxable valuation of the taxpayer's property shall not be less than ten percent of its fair cash value.

ARTICLE 31:

RAISE INCOME THRESHOLD FOR PROPERTY TAX DEFERRAL PROGRAM

To see if the Town will vote to raise the income threshold for the property tax deferral program to \$40,000, as provided for under MGL Chapter 59, Section 5, Clause 41A; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be made at Town Meeting

Article 31 Explanation: State law permits certain individuals to defer payment on all or part of their property taxes. To qualify, the owner or spouse must be 65 years of age or older and have a gross income of \$20,000 or less. The deferred taxes accrue interest at a rate of eight percent. All unpaid taxes and interest must be paid if the property is sold or at the death of the owner. By local option, this income limit can be raised up to \$40,000. In 1992, Needham increased the income limit to \$30,000. This Article, if approved, would raise the income limit to \$40,000. Currently, 38 property owners take advantage of this program.

ARTICLE 32:

AUTHORIZATION TO EXPEND STATE FUNDS FOR WAYS

To see if the Town will vote to authorize the Board of Selectmen to permanently construct, reconstruct, resurface, alter or make specific repairs upon all or portions of various Town Ways and authorize the expenditure of \$700,000 provided or to be provided by the Commonwealth of Massachusetts through the Massachusetts Highway Department; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article 32 Explanation: State law requires that Town Meeting approve the use of funds received from the State for road construction purposes including engineering or to address traffic improvements. The amount shown in the Article is an estimate as no State transportation program has been funded at the time of the printing of this Warrant.

ARTICLE 33: TRANSFER OF UNDESIGNATED FUND BALANCE

To see if the Town will vote to transfer \$2,900,719 from the Undesignated Fund Balance Account (Free Cash) to meet, in part, appropriations made at this Town Meeting, and to authorize the Board of Assessors to use such sum as available funds to meet appropriations in their computation of the tax rate for the fiscal year 2000; or take any other action relative thereto.

INSERTED BY: Finance Committee
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article 33 Explanation: Undesignated fund balance is the result of unexpended appropriations and revenue in excess of estimates from fiscal year 1998. It also includes the collection of previously delinquent taxes.

CAPITAL IMPROVEMENT BUDGET ARTICLES

Articles 34 - 68 are the Capital Improvement Budget Articles as recommended by the Board of Selectmen in the FY 2000-2004 Capital Improvement Plan (CIP). A summary of potential capital projects for FY2001 - 2004 can be found in the Supplemental Information section of the Warrant.

ARTICLE 34: APPROPRIATE FOR MECHANICAL SYSTEM REPAIR

To see if the Town will vote to raise and appropriate the sum of \$250,000 to replace the Mitchell School boiler mechanical systems, to be spent under the direction of the Municipal Building Maintenance Board, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen is authorized to borrow up to \$250,000 for a period of up to five years, under M.G.L., Chapter 44, Section 7; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article 34 Explanation: The #2 boiler at the Mitchell School is an 11 section, cast iron, steam boiler. This 38 year old boiler was installed in 1960 when the second classroom wing was added to the school. This boiler has reached its life expectancy and although it operates, it runs roughly and is very inefficient. The project includes not only the replacement of the #2 boiler, but also ancillary systems that are critical to the efficient operation of the heating system. \$18,000 was appropriated at the May, 1998 Annual Town Meeting for design specifications for this project.

ARTICLE 35: APPROPRIATE FOR POLLARD HVAC EQUIPMENT

To see if the Town will vote to raise and appropriate the sum of \$305,000 for modifications of the ventilation system at the Pollard Middle School, to be spent under the direction of the Permanent Public Building Committee, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen is authorized to borrow up to \$305,000 for a period of up to five years, under M.G.L., Chapter 44, Section 7; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article 35 Explanation: To allow for air balancing of all occupied spaces of the building consistent with ASHRAE (American Society of Heating, Refrigeration and Air Conditioning Engineers) standards, several heating, ventilating and air conditioning (HVAC) modifications are required at the Pollard Middle School. Anticipated work involves alteration of the cafeteria air handling units as well as corrective modifications to bathroom exhaust systems, the kiln exhaust, main office and computer lab intake systems and distribution ducts, and replacement of the air handling units in the blue gym. \$35,000 was appropriated

at the November, 1998 Special Town Meeting for design specifications for this project. This project will be under the supervision of the Permanent Public Building Committee. It is anticipated that bids for this work will be received prior to Town Meeting.

ARTICLE 36: APPROPRIATE FOR MEMORIAL PARK ADA RENOVATIONS

To see if the Town will vote to raise and appropriate the sum of \$50,000 for modifications to bring the Memorial Park building into compliance with the requirements of the ADA, to be spent under the direction of the Municipal Building Maintenance Board and raised from the tax levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted at \$7,500

Article 36 Explanation: This request will fund the modifications needed to bring the restrooms and snack bar concession area at Memorial Park into compliance with the requirements of the Americans for Disabilities Act (ADA).

ARTICLE 37: APPROPRIATE FOR HIGH SCHOOL EMERGENCY GENERATOR

To see if the Town will vote to raise and appropriate the sum of \$50,000 for the rehabilitation of an emergency generator at Needham High School, to be spent under the direction of the Municipal Building Maintenance Board; \$42,914 raised from the tax levy and \$7,086 transferred from the unexpended balance of Article 38 of the May 1996 Annual Town Meeting; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article 37 Explanation: The two emergency generators at the Needham High School date to 1953 and 1967. A recently completed evaluation and assessment done on these generators and the emergency generator located at the Police/Fire Station indicates the urgent need to replace the 1953 emergency generator and rehabilitate the 1967 emergency generator at the High School. The 1953 generator has significant mechanical problems and does not comply with building codes and fire regulations. Specifically, it does not provide sufficient power to lights, alarms and appliances. The much larger 1967 generator will be rehabilitated in order to serve the entire High School, which is within its operating capacity. A properly functioning emergency generator is vital to running the High School Boilers during power outages. It is proposed that a portion of the cost of this project be funded with the residual balance of \$7,086 from Article 38, of the May, 1996 Annual Town Meeting (Dispatching Equipment).

ARTICLE 38: APPROPRIATE FOR EXTERIOR PAINTING

To see if the Town will vote to raise and appropriate the sum of \$100,000 to paint the exterior of the Mitchell School and the Fire and Police Department buildings, to be spent under the direction of the Municipal Building Maintenance Board and raised from the tax levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted at \$65,000

Article 38 Explanation: Extensive peeling prompts this request for \$35,000 to paint the Police/Fire Station on Chestnut Street and the Fire Station in Needham Heights. In addition, the Mitchell School is showing extensive cracking and peeling which is unsightly and is exposing underlying wood and metal to potential rot and corrosion. One quarter of the building was last painted in 1991, one quarter in 1989, and there is no record of when the remaining one-half of the building was painted. \$65,000 is being requested for this portion of the project.

ARTICLE 39: **APPROPRIATE FOR HIGH SCHOOL GYM RENOVATION DESIGN**

To see if the Town will vote to raise and appropriate the sum of \$25,000 for design specifications for renovations to the high school gym, to be spent under the direction of the Permanent Public Building Committee and raised from the tax levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article 39 Explanation: This project was originally submitted as part of the FY98 Capital Improvement Program. The conditions highlighted in that request as requiring attention were exacerbated by the October, 1996 storm, which caused the gym ceiling to collapse and warped the gym floor. While the floor was repaired, the ceiling has not been replaced. Further, the 1950's ventilation system requires upgrading and lighting has had to be temporarily upgraded for the interscholastic varsity sports program. The amount requested has been approved by the Permanent Public Building Committee.

ARTICLE 40: **APPROPRIATE FOR HIGH SCHOOL HVAC SYSTEM ASSESSMENT / FEASIBILITY STUDY**

To see if the Town will vote to raise and appropriate the sum of \$25,000 for a pre-design system assessment and feasibility study, to be spent under the direction of the Permanent Public Building Committee and raised from the tax levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article 40 Explanation: The ventilation equipment currently serving the High School Art classrooms, certain components of the science lab classrooms, and several administrative areas, is configured with no outside make-up air to ventilation units, and/or does not comply with current ASHRAE standards. This request is for a pre-design system assessment and feasibility study. It will be followed by a request for design funds at the Fall, 1999 special town meeting. It is anticipated that construction funding will be sought at the May 2000 annual town meeting. This project, and its pre-design/design phasing, has been endorsed by the Permanent Public Building Committee.

ARTICLE 41: **APPROPRIATE FOR INTERIOR PAINTING**

To see if the Town will vote to raise and appropriate the sum of \$50,000 for interior painting of town and school buildings, to be spent under the direction of the Municipal Building Maintenance Board and raised from the tax levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article Not be Adopted

Article 41 Explanation: This request is for the first year of a multi-year plan to systematically address the need for the maintenance of interior spaces in town and school buildings. The amount appropriated in the annual operating budget of the Municipal Building Maintenance Department has been insufficient to address the total work needed. This has resulted in the deferral of many projects that merit attention. At present, all schools as well as the interior of the Police/Fire Station warrant attention.

ARTICLE 42: APPROPRIATE FOR REPLACEMENT OF FLOORING

To see if the Town will vote to raise and appropriate the sum of \$50,000 to replace flooring in school buildings, to be spent under the direction of the Municipal Building Maintenance Board and raised from the tax levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted at \$25,000

Article 42 Explanation: This request is for the first year of a multi-year plan to systematically address the need to replace asbestos flooring and carpeting in school buildings. In most cases, the worn flooring is comprised of floor tiles containing asbestos or carpeting glued directly to tiles that contain asbestos. In all cases, the asbestos floor tile is a minimum of 30 years old and would be due for replacement even if it did not contain asbestos. The cost of removing asbestos tile, or carpeting resting on asbestos tile, and replacing it with vinyl is estimated at \$4,000 for the average sized classroom. At an annual appropriation of \$50,000 it is estimated that it will take 20 years to remove and replace all asbestos flooring in Needham classrooms. This effort will be directed toward those schools not slated for renovation work in the near future, or for emergency repair areas.

ARTICLE 43: APPROPRIATE FOR SCHOOL PARKING LOT REHABILITATION DESIGN

To see if the Town will vote to raise and appropriate the sum of \$46,000 for the design services for the High School and Pollard Middle School parking lots, to be spent under the direction of the Municipal Building Maintenance Board and raised from the tax levy; or take any other action relative thereto,

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted at \$40,000

Article 43 Explanation: Last year, an engineering firm completed a survey of certain school parking lots. In the study, the High School and Pollard were noted as a high priorities needing a variety of improvements. This request is for design services for resurfacing the High School north lot, reconstructing the High School south lot, overlaying the Pollard front lot (and adding 22 spaces), crack sealing the Pollard rear lot, and resurfacing or reconstructing walkways and curbing at both schools. Construction funds will be requested in May, 2000.

ARTICLE 44: APPROPRIATE FOR HIGH SCHOOL AUDITORIUM RENOVATION DESIGN

To see if the Town will vote to raise and appropriate the sum of \$25,000 for design specifications for renovations to the high school auditorium, to be spent under the direction of the Permanent Public Building Committee and raised from the tax levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article 44 Explanation: The High School Auditorium was scheduled for renovation as part of the 1988 building renovation project at the High School. Due to unanticipated asbestos removal costs, the Auditorium work was dropped from the project. Many of the components of the auditorium have not been modified or upgraded since they were installed in 1930. This request is for funds for project design to include: refinishing the stage; re-upholstering 586 seats; replacing the stage curtain, door hardware and carpeting; painting the walls and ceiling, updating sound and light systems; and rehabilitating the ventilation system and temperature controls. This is the third consecutive year this project has been submitted. It was deferred at the May, 1998 annual town meeting at the Permanent Public Building Committee's request so that a cost study could be performed to more accurately gauge construction costs. A professional cost estimator has estimated the project at \$300,000.

ARTICLE 45: APPROPRIATE FOR NEW ELEMENTARY SCHOOL DESIGN

To see if the Town will vote to raise and appropriate the sum of \$1,170,000 for architectural design of a new K-5 elementary school, to be spent under the direction of the Permanent Public Building Committee, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow up to \$1,170,000 for a period of up to five years under M.G.L., Chapter 44, Section 7; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be made at Town Meeting

Article 45 Explanation: The current assessment of the Comprehensive Facility Study Committee is that the Town needs one new elementary school, one new middle school; renovate and add to the Mitchell, Broadmeadow, and Hillside Schools; and, perform minor renovations at the Newman to accommodate a preschool, and at the Pollard School to accommodate school administration. A preliminary estimate of the construction cost for this new elementary school is \$10,730,000. This request is for funds to do architectural design of the new elementary school. The location of this school will be determined once an engineering analysis of alternative sites is completed this Spring. Design will occur in FY2000. It is anticipated that the request for funds for construction will come before Town Meeting in May, 2000. The Board of Selectmen is anticipating placing these design costs as well as the construction estimate, on the April, 2000 Town election ballot for funding through a Proposition 2 ½ debt exclusion override. As of this time, it is anticipated that 58 percent of the design and construction costs will be reimbursed by the State.

ARTICLE 46: APPROPRIATE FOR BROADMEADOW SCHOOL EXPANSION DESIGN

To see if the Town will vote to raise and appropriate the sum of \$1,015,000 for architectural design of an addition and renovations to the Broadmeadow elementary school, to be spent under the direction of the Permanent Public Building Committee, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow up to \$1,015,000 for a period of up to five years under M.G.L., Chapter 44, Section 7; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be made at Town Meeting

Article 46 Explanation: As stated above, the current assessment of the Comprehensive Facility Study Committee is that the Town needs to renovate and add to the Broadmeadow School. A preliminary estimate of the construction cost for this school is \$8,875,000. This request is for funds to do architectural design. Design will occur in FY2000. It is anticipated that the request for funds for construction will come before Town Meeting in May, 2000. The Board of Selectmen is anticipating placing these design costs as well as the construction estimate, on the April, 2000 Town election ballot for funding through a Proposition 2 ½ debt exclusion override. As of this time, it is anticipated that 58 percent of the design and construction costs will be reimbursed by the State.

ARTICLE 47: APPROPRIATE FOR SCHOOL TECHNOLOGY PLAN

To see if the Town will vote to raise and appropriate the sum of \$300,000 for school department computer hardware, other data processing equipment and computer software, to be spent under the direction of the School Department, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow up to \$283,000 for a period of up to five years under M.G.L., Chapter 44, Section 7, and that \$17,000 be transferred from the unexpended balance of Article 6 of the 1997 Special Town Meeting; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be made at Town Meeting

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Article 47 Explanation: This Article constitutes a request for the funding of Year 4 of a five year School Technology Plan. The School Technology Plan has as its goal an increase in the number of instructional computing and peripheral equipment available to students, and the upgrade of existing computing and peripheral equipment. At the May, 1998 Annual Town Meeting, funding for Year 3 of the Plan was approved in the amount of \$200,000. It is proposed that a portion of the cost of this project be funded with the residual balance of \$17,000 from Article 6, of the May, 1997 Special Town Meeting (School Data Network).

ARTICLE 48: APPROPRIATE FOR GEOGRAPHIC INFORMATION SYSTEM

To see if the Town will vote to raise and appropriate the sum of \$137,000 for a Geographic Information System (GIS), to be spent under the direction of the Board of Selectmen, and to meet this appropriation the Treasurer, with approval of the Board of Selectmen, is authorized to borrow up to \$137,000 for a period of up to five years, under M.G.L., Chapter 44, Section 7; or take any other action relative thereto

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be made at Town Meeting

Article 48 Explanation: Based on a needs assessment and implementation plan recently completed by an independent consultant, funding for the development of a geographic information system is requested. A Geographic Information System (GIS) is a computerized mapping system that will automate and facilitate, among other things, the recording, management and updating of property assessment and infrastructure maps, and "intelligize" these maps by appending to them automated data bases that describe the features of the maps.

These maps will serve as the basis for continuing the long range planning requirements of our water, sewer, drain and roadway systems. In addition, the GIS system will be at a scale sufficient to generate construction detail drawings which will reduce the cost of engineering for these types of projects. Finally, the system has the capability to support the operations of other town departments including the Assessing, Town Clerk, Schools, Planning, Public Safety and Building. These potential applications are described in the consultant's report.

The consultant has proposed a 3 year financing plan for the development of a GIS totaling \$454,000. The request for Year 1 is \$137,000, half of which (\$68,500) is proposed to be financed with general fund revenue and half with water and sewer enterprise fund revenue. The water/sewer piece is reflected in Table II of the Capital Plan. Year 2 costs are estimated at \$236,000 and Year 3 at \$81,000. Each phase will provide for the acquisition of GIS hardware and software, and data base development.

Associated with this request is a proposed reorganization of the Town's Management Information Services Division to re-cast a currently vacant programmer position as a GIS data base administrator to manage this town wide GIS system.

ARTICLE 49: APPROPRIATE FOR LOCAL AREA / WIDE AREA NETWORK

To see if the Town will vote to raise and appropriate the sum of \$168,000 for a local area / wide area computer network, to be spent under the direction of the Board of Selectmen, and to meet this appropriation the Treasurer, with approval of the Board of Selectmen, is authorized to borrow up to \$168,000 for a period of up to five years, under M.G.L., Chapter 44, Section 7; or take any other action relative thereto

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted, Funded from the Tax Levy

Article 49 Explanation: A consultant's recently completed computer needs assessment and implementation plan has recommended that the Town invest in a local area/wide area computer network to connect all general government operations. Networks will result in greater efficiency and productivity by providing an infrastructure for collecting, storing and distributing core information that town government uses in its day-to-day operations. Computer networks have become standard tools implemented by businesses and government at all levels. The consultant's computer network implementation plan has identified a five year capital cost for installation of a network at \$506,400. Year one capital costs are projected at \$168,000.

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Year 1 costs will provide standardized office automation software applications across all departments, centralized backup of all data files on a regular basis, and e-mail communication and file sharing among all departments which will greatly enhance communication and dissemination of data and documents. It is important to note that the effectiveness of Year 1 equipment is not dependent on subsequent year expenditures and will yield significant on-going benefits independent of them.

ARTICLE 50:

APPROPRIATE FOR DPW VEHICLE REPLACEMENT

To see if the Town will vote to raise and appropriate the sum of \$745,000 for DPW equipment, to be spent under the direction of the Board of Selectmen, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow up to \$738,000 for a period of up to five years, under M.G.L. Chapter 44, Section 7 and that \$7,000 be transferred from the unexpended balance of Article 39 of the May 1997 Annual Town Meeting; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted at \$327,000, Funded from the Tax Levy

Article 50 Explanation: *The total amount of vehicle and equipment replacement recommended for funding from all sources (i.e., general fund and enterprise fund revenues) equals \$860,730. The 685,430 shown in this section of the CIP represents that portion of recommended vehicle and equipment replacement to be financed with general obligation debt. The items recommended here are part of the on-going replacement program in the DPW and include a plow frame and plow; a 56,000 lb. gross vehicle weight (GVW) dump truck; two 36,000 lb. GVW dump trucks with material spreader units; a 3-5 ton vibratory roller; an athletic field conditioner; a track type sidewalk tractor; one bucket truck; a one ton, four wheel drive pick up truck; one sedan/wagon; two mid size sedans; one 5 ton trailer; a one-half ton van; one multi-purpose sidewalk tractor; one tractor with tiller attachment; and a sewer rodder / chassis. Please note that the bucket truck requested here will be given to the Fire Alarm Division of the Fire Department, and their current bucket truck will become part of the DPW fleet to be used by the Traffic Signal program of the Highway Division. It is proposed that a portion of the cost of this project be funded with the residual balance of \$7,000 from Article 39, of the May, 1997 Annual Town Meeting (DPW Equipment Replacement). See page 48 for a complete list of all vehicles proposed for replacement.*

ARTICLE 51:

APPROPRIATE FOR ROAD AND INTERSECTION RECONSTRUCTION

To see if the Town will vote to raise and appropriate the sum of \$780,000 for road and intersection improvements and reconstruction, to be spent under the direction of the Board of Selectmen, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow up to \$780,000 for a period of up to five years, under M.G.L., Chapter 44, Section 7 ; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted at \$680,000

Article 51 Explanation: *This appropriation is for the reconstruction of Parish Road, reconstruction of the Hillcrest Road/Highgate Street intersection and extraordinary repairs on other various roads. Parish Road, from Nehoiden Street to Central Avenue, has required constant maintenance. A request for funding of this project has been deferred in each fiscal year since 1994. Deferral of the 1994 request prompted the DPW to place a thin "spreader patch" over a significant length of the road as a stopgap measure. This provided a passable surface and has helped to hold the road together. However, this patch is showing signs of deterioration, making it increasingly difficult to hold this roadway together through upcoming winters. High traffic volume, poor drainage, patched pavement, and irregular surfaces make this road a high priority for reconstruction. Additional funding for maintenance will not be cost effective. The inability to keep this pavement together during winter conditions will make this roadway unsafe. Given its high priority, design of this project has already been completed by the DPW Engineering Division.*

Neighborhood concerns about dangerous traffic patterns at the Hillcrest Road/Highgate Street/Falcon Street/Hazelton Road intersection triggered a petition to the Board of Selectmen to assess measures that could be taken to ensure safe passage for

vehicles and pedestrians. Field layout and detailed surveys were conducted and a proposed design solution - created in consultation with the Police Department - was presented at a neighborhood meeting in September, 1998. This design met with approval of those in attendance. In the Spring, the DPW will paint and cross-hatch the proposed roadway layout on the intersection to assess the efficiency of the proposed design and fine tune it, as needed. Construction is proposed for the Summer of 1999.

The Town currently faces over \$7,500,000 in reconstruction costs necessary for Chapter 90 eligible roads and over \$5,000,000 in reconstruction costs necessary for local roads. In addition, the Town has a number of roadway intersections which need to be reconstructed to address significant safety concerns totaling approximately \$1,300,000. Prior requests to fund specific local road reconstruction, however, have been deferred since 1994. Further, the Town has historically received approximately \$700,000 per year in State aid for Chapter 90 eligible roadways, a level that is only a fraction of the amount necessary to address the known needs. As a result, the DPW is recommending a long range plan to establish a regular investment for the extraordinary repair of Town roads (both Chapter 90 eligible roads and local roads) that will keep these roads in passable condition until they can be reconstructed. This work will involve a combination of stone seal, crack sealing and patching.

ARTICLE 52: APPROPRIATE FOR HANDICAPPED RAMP CONSTRUCTION

To see if the Town will vote to raise and appropriate the sum of \$90,000 for the construction of handicapped ramps at various sidewalk locations, to be spent under the jurisdiction of the Board of Selectmen, and to meet this appropriation the Treasurer with approval of the Board of Selectmen is authorized to borrow up to \$90,000 for a period of up to five years, under M.G.L., Chapter 44, Section 7; or take any other action relative thereto

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted, Funded from the Tax Levy

Article 52 Explanation: On January 21, 1997, the State Architectural Access Board (AAB) issued the Town a Notice of Non-Compliance alleging violations at 61 street/sidewalk locations that failed to meet handicapped access standards. The DPW challenged the specifics of this Notice at hearings held by the AAB in June and August, 1997. The culmination of the hearings was a reduction of the number of locations deemed to be in violation of AAB standards, and an order to the Town to construct 66 ramps at 46 locations over a three year period. \$50,000 was appropriated at the May, 1998 annual town meeting for this project. It was estimated that after this appropriation, coupled with residual balances from prior authorizations, an additional appropriation of \$40,000 would be required to complete work at the remaining locations. The need for this additional \$40,000 was based on an estimate of \$2,500 per location. In fact, bids have come in at \$3,500 to \$4,000 per location. Consequently, to complete the remaining sites, this request is for \$90,000.

ARTICLE 53: APPROPRIATE FOR HENDERSON STREET RECONSTRUCTION

To see if the Town will vote to raise and appropriate the sum of \$100,000 for reconstruction of Henderson Street, from Miller Street to Oakcrest Road, under the laws authorizing the assessment of betterments, to be spent under the direction of the Board of Selectmen, and to meet this appropriation the Treasurer with approval of the Board of Selectmen is authorized to borrow up to \$100,000 for a period of up to five years, under M.G.L., Chapter 44, Section 7; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting.

Article 53 Explanation: Henderson Street, from near Miller St. to Oakcrest Road, is currently a private way. The residents have filed a petition with the Board of Selectmen to initiate a street betterment acceptance. The estimated cost of construction is \$100,000, to be funded through a street betterment assessment. By law, the residents are permitted to repay this betterment over a term not to exceed 20 years. Despite the funding through a street betterment, construction cannot begin without an appropriation from town meeting. Design of this project will be done by the Engineering Division of the Department of Public Works.

ARTICLE 54: APPROPRIATE FOR SIDEWALK REPAIR/RESURFACING

To see if the Town will vote to raise and appropriate the sum of \$75,000 for the construction and reconstruction of existing sidewalks, to be spent under the direction of the Board of Selectmen, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow up to \$68,000 for a period of up to five years under M.G.L., Chapter 44, Section 7, and that \$7,000 be transferred from the unexpended balance of Article 34 of the May 1995 Annual Town Meeting; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article Not be Adopted

Article 54 Explanation: The School Department's busing policy has resulted in more school age children walking to school. This has placed a greater emphasis on the condition of sidewalks along designated walking routes. As a result of limited increases in of the operating budget for street and sidewalk maintenance during the last several years, little work on sidewalks can be undertaken. The DPW has reviewed the existing conditions of several sidewalks and prepared recommendations to undertake repairs along specific walking routes. It is proposed that this year's funding be applied to the sidewalks on Lindberg Avenue, the highest priority sidewalks on the list.

ARTICLE 55: APPROPRIATE FOR NEW SIDEWALK CONSTRUCTION

To see if the Town will vote to raise and appropriate the sum of \$25,000 for construction of new sidewalks, to be spent under the direction of the Board of Selectmen and raised from the tax levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article Not be Adopted

Article 55 Explanation: The construction of new sidewalks, to serve as school walking routes, is to be considered separately from repair of existing sidewalks (Article 54). The Interagency Committee comprised of DPW, Police and School officials, has identified several locations where new sidewalks would be required to provide safe walking routes to area schools. This request is for funds to begin addressing that list which, in total, is estimated to cost \$415,000. \$25,000 will be sufficient to address the first project on the list, which is a section of Hillside Avenue from Sunnyside Road to Webster Street.

ARTICLE 56: APPROPRIATE FOR RTS TRANSFER TRAILERS

To see if the Town will vote to raise and appropriate the sum of \$20,000 for the purchase of a solid waste transfer trailer, to be spent under the direction of the Board of Selectmen, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow up to \$20,000 for a period of up to five years under M.G.L., Chapter 44, Section 7; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article Not be Adopted

Article 56 Explanation: With the closing of the Landfill and the initiation of the Pay-Per-Throw Program, it has become apparent that to ensure adequate hauling capacity and to optimize operating efficiency, the fleet of transfer trailers should be increased from 5 to 6. The expected useful life of these trailers is 6 years. It is anticipated that the next request for a replacement will be in the recommended FY2001 Capital Budget. It is proposed that the a portion of the \$48,000 cost of this project be funded with the residual balance from previous transfer trailer authorizations.

ARTICLE 57: APPROPRIATE FOR A MATERIAL SCREENER

To see if the Town will vote to raise and appropriate the sum of \$110,000 to purchase a Material Screener, to be spent under the direction of the Board of Selectmen, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow up to \$110,000 for a period of up to five years under M.G.L., Chapter 44 Section 7; or take any other action relative thereto.

INSERTED BY Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article 57 Explanation: A material screener serves two purposes: 1) It is used to screen yard waste at the RTS so that it can be made into compost, and 2) Road materials from construction project are screened for re-use. Based on the estimated use of the screener, it is proposed that 50% of the \$110,000 cost be financed with RTS fee supported debt (yard waste portion). The remaining 50% of the cost is proposed to be financed with levy supported debt (road materials portion).

ARTICLE 58: APPROPRIATE FOR STORM DRAIN RECONSTRUCTION

To see if the Town will vote to raise and appropriate the sum of \$140,000 for storm drain reconstruction, to be spent under the direction of the Board of Selectmen, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow up to \$140,000 for a period of up to five years under M.G.L., Chapter 44 Section 7; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article 58 Explanation: Despite the fact that the Town's recently initiated town wide storm drain master planning process will not be completed until the Spring of 2000, persistent flooding in the Lincoln Street/School Street area clearly indicates that something needs to be done prior to completion of the plan. The \$140,000 requested here is the estimated cost of installing relief drains in this area. Engineering and design work will have been funded through a \$20,000 grant to the Town from the Deaconess-Glover Hospital.

ARTICLE 59: APPROPRIATE FOR WASTEWATER ENGINEERING

To see if the Town will vote to raise and appropriate the sum of \$125,000 for wastewater engineering services, to be spent under the direction of the Board of Selectmen, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow up to \$125,000 for a period of up to five years under M.G.L., Chapter 44 Section 7; and that the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow all or a portion of the amount from the Massachusetts Water Resources Authority (MWRA) and in connection therewith, to enter into a loan agreement and/or security agreement with the MWRA with respect to such loan; and that the Selectmen be authorized to contract for and expend any federal, state or other aid available for the project, including any grant related to such project from the MWRA; or take any other action relative thereto.

INSERTED BY Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article 59 Explanation: This appropriation is for two proposed areas: 1) Newman/Carol Road Sewer, \$80,000: During the original infiltration/inflow (I/I) investigation of Area 11 it was determined that in excess of 20% of the I/I originating in this area was measured in this sewer. Follow-up television inspection was undertaken which identified root intrusion, cracked pipe and broken joints as the source of the infiltration. 2) Frank Street Sewer, \$45,000: A TV camera inspection of a wastewater line that runs through wetlands along Frank Street has revealed significant infiltration of groundwater into the line. Infiltration is occurring through cracks in the pipe and broken joints caused by root intrusion. In that the Town's MWRA

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assessment is largely a function of metered flow in wastewater lines, reductions of significant amounts of infiltration will have a direct impact on our assessment. This request is for the design of both projects. The request for funds for repair will be made at a future town meeting.

ARTICLE 60: APPROPRIATE FOR WASTEWATER PUMP STATION PUMP REPLACEMENT

To see if the Town will vote to raise and appropriate the sum of \$25,000 for two wastewater pump station pump replacements, to be spent under the direction of the Board of Selectmen and raised from wastewater retained earnings; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article 60 Explanation: The estimated useful life of pump station pumps is 12 to 15 years. The goal of this program is to minimize emergency calls due to mechanical failures by replacing pumps that have outlived their useful lives. It seeks \$25,000 a year to finance the replacement of two pumps per year. There are 23 pumps in operation in the Town's pump stations.

ARTICLE 61: APPROPRIATE FOR MOBILE WASTEWATER BY-PASS PUMP

To see if the Town will vote to raise and appropriate the sum of \$25,000 for one mobile by-pass pump, to be spent under the direction of the Board of Selectmen and raised from the wastewater retained earnings; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article 61 Explanation: When a pumping station fails, repair of the station can only be undertaken by routing the wastewater around the station by means of a mobile pump. Approval for the purchase of one pump was granted by Article 49 of the 1997 annual town meeting. That pump helps to address our needs in the event of a failure of our large pump stations. This request, however, is to replace a 1950's 3 inch pump which serves as backup for smaller pumping stations in town.

ARTICLE 62: APPROPRIATE FOR MEMORIAL PARK PARKING LOT

To see if the Town will vote to raise and appropriate the sum of \$32,000 to resurface Memorial Park parking lot, to be spent under the direction of the Board of Selectmen and raised from the tax levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article Not be Adopted

Article 62 Explanation: Memorial Park Parking Lot needs to be resurfaced based on its current condition. As a means of extending the life of the existing pavement, the lot received a crack sealing treatment in 1993 along with repairs of significantly deteriorated and damaged areas.

ARTICLE 63: APPROPRIATE FOR ROSEMARY LAKE DAM STUDY AND REPAIR

To see if the Town will vote to raise and appropriate the sum of \$54,000 to conduct a stability analysis of the Rosemary Lake Dam, to be spent under the direction of the Board of Selectmen and raised from the tax levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article 63 Explanation: On November 16, 1998, the Town was informed by the Massachusetts Department of Environmental Management (DEM) that the Rosemary Lake Dam was not in compliance with the State's Dam Safety Rules and Regulations adopted under MGL Ch. 253 S.44-50. Based on the Regulations adopted in December 1996, the Department of Environmental Management hired a consultant to perform a visual inspection of the dam. While the DEM said the dam itself was in fair to good condition, the report offered recommendations and remedial action, all of which must occur within 1 year of the Notice. The recommendations include performing a stability analysis, developing an emergency action plan, developing an operations and maintenance manual, investigating increasing the spillway discharge/capacity, and investigating a discontinued low level drain operator. Remedial measures include tree removal near an abutment, repair or abandonment of the low level drain operator, and modifying the control of the sluice gate. The DEM consultant, per the requirement of DEM regulations, has estimated the cost to be \$54,000, not including repair or abandonment of the low level drain operator. The Department of Public Works will continue to study these recommendations to determine if there are alternative solutions to the DEM recommendations.

ARTICLE 64: APPROPRIATE FOR FIRE RESCUE VEHICLE REPLACEMENT

To see if the Town will vote to raise and appropriate the sum of \$154,000 to purchase a Fire Rescue Vehicle, to be spent under the direction of the Board of Selectmen, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow up to \$154,000 for a period of up to five years under M.G.L., Chapter 44, Section 7; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article 64 Explanation: This request is for the purchase of a new rescue vehicle to replace Rescue 2, a 10 year old vehicle. At present, the existing unit designated as Rescue 1 is being equipped to qualify as an Advanced Life Support (ALS) rescue unit. (The development of ALS ambulance services was endorsed by a vote of the May, 1997 Town Meeting through its approval of the current Fire Union contract.) Under this capital project request, Rescue 1 would be retained as the back-up ambulance and the new unit proposed for purchase would be equipped for ALS and would function as the front-line unit. The project cost includes \$13,000 for a 12-lead EKG machine and \$3,500 for a radio to maintain communications with Beth Israel Hospital which will serve, per state regulations, as "medical control" for the Town's ALS program.

ARTICLE 65: APPROPRIATE FOR FIRE DEPARTMENT DISPATCH CENTER

To see if the Town will vote to raise and appropriate the sum of \$40,000 for the Fire Department Dispatch Center, to be spent under the direction of the Board of Selectmen, and that \$40,000 be transferred from the unexpended balance from Article 66 of the May 1998 Annual Town Meeting; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article 65 Explanation: The Public Safety dispatch functions of the Police and Fire Departments were civilianized and consolidated in 1997. The consolidated dispatch unit is housed in the area that was previously allocated for Police dispatching alone. The amount of equipment required for dispatch, the size and lay-out of the current facility, and the requirement to assist walk-in traffic, have resulted in a work space that has been determined to be inadequate for consolidated public safety dispatch. Both chiefs recommend and support the separation of civilian dispatch operations until the issue of an appropriate public safety dispatch facility is resolved. This request will support the relocation of a dispatching console, fire alarm and fire box equipment, as well as the re-wiring required to create a civilian dispatch area in the Fire Department. It is proposed that 100% of the cost of this project be funded with the residual balance of \$40,476 from Article 66, of the May, 1998 Annual Town Meeting (Police Radio System).

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ARTICLE 66:

APPROPRIATE FOR FIRE DEPARTMENT BRUSH TRUCK / TANK

To see if the Town will vote to raise and appropriate the sum of \$43,000 to replace the Fire Department brush truck and tank, to be spent under the direction of the Board of Selectmen and raised from the tax levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article Not be Adopted

Article 66 Explanation: Fire vehicle C-6 is a pick-up truck used for utility purposes year round. In addition, it has a slide in brush fire unit and serves as our forestry brush fire vehicle. The current pick-up is a 1993 Ford F-350 that will be seven years old at the time of replacement. The current slide-in brush fire unit will be 14 years old at the time of replacement. The current unit is unreliable due to age, and wear/tear. This unit has far exceeded its service, as it has been installed on three pick-up trucks. Estimated replacement cost of C-6 is \$35,000. Estimated replacement cost of the slide-in brush fire unit is \$8,000.

ARTICLE 67:

APPROPRIATE FOR ROSEMARY POOL PAINTING

To see if the Town will vote to raise and appropriate the sum of \$35,000 for the painting of Rosemary Pool, to be spent under the direction of the Park and Recreation Commission and raised from the tax levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article Be Adopted

Article 67 Explanation: Based on the results of the Rosemary Pool Engineering Study which was funded by Article 59 of the May, 1997 annual town meeting, a list of repairs needed to maintain the pool was identified. One of the findings of that study was the need for sandblasting the outside steel walls of the pool. The pressing nature of this need prompted the Park and Recreation Commission to seek funding for the sandblasting at last year's annual town meeting though the engineering study had yet to be completed. By approval of Article 70 of the May, 1998 annual town meeting, funding was authorized. In the later stages of the study that occurred after the annual town meeting, it was determined that once the walls were sandblasted, they should be painted and caulked to maximize the benefits of sandblasting. This request is for that painting and caulking.

ARTICLE 68:

APPROPRIATE FOR REPAIRS TO FIELDS FENCES AND BUILDINGS

To see if the Town will vote to raise and appropriate the sum of \$28,000 for maintenance to field fences, and buildings, to be spent under the direction of the Park and Recreation Commission, with \$24,056 raised from the tax levy and \$3,944 transferred from the unexpended balances from Article 36 of the May 1997 Annual Town Meeting; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article Not be Adopted

Article 68 Explanation: Through the work of the Buildings and Grounds Study Committee and the Open Space Master Plan Committee, safety and accessibility issues have been noted at parks under the jurisdiction of the Commission and the Board of Selectmen. In FY96, \$21,000 was appropriated for backstop repairs at Cricket and Walker-Gordon; boundary fencing at Cricket, Walker-Gordon, and DeFazio; and carpentry and repainting of the Cricket Building. Remaining work includes: rehabilitating Cricket diamond, Perry diamond, Avery diamond, Dwight diamond; watering systems at Claxton and Walker-Gordon; accessible paths to playground equipment at Claxton and DeFazio; and, re-paving basketball court at Perry Park. It is proposed that a portion of the cost of this project be funded with the residual balance of \$3,944 from Article 36 of the May, 1997 Annual Town Meeting (Hillside/Mitchell School Grounds Improvements).

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ARTICLE 69: RESCIND BOND AUTHORIZATION

To see if the Town will vote to rescind a part of certain authorizations to borrow funds, which were approved in prior years, where the purposes of the borrowing have been completed, and/or it was unnecessary to borrow the amount approved:

Article 54, May 1997 ATM - Landfill Closure \$3,000,000

or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article 69 Explanation: The above noted projects have been completed. It is necessary for Town Meeting to rescind the balances of the bond authorization so that these authorizations can be removed from the Town's financial records.

ARTICLE 70: APPROPRIATE FOR NEW DEBT SERVICE

To see if the Town will vote to raise and appropriate the sum of \$19,588 from the tax levy for the payment of interest on debt in fiscal year 2000 for capital projects approved at the 1999 Annual Town Meeting; or take any other action relative thereto.

INSERTED BY: Finance Committee

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article 70 Explanation: This Article is to fund the first year of the general fund debt service for those Capital Article bond authorizations approved by Town Meeting. Debt service for the Enterprise Fund related bond authorizations is found in Articles 20 - 22. All amounts will be amended, if necessary, based on final action by Town Meeting.

GENERAL BY-LAW ARTICLES

ARTICLE 71: AMEND GENERAL BY-LAWS - SECTION 1 - RECONSIDERATION OF TOWN MEETING VOTE

To see whether the Town will vote to amend Article 1 of its General By-Laws by adding after Section 1.4.2 thereof the following new Section:

"1.4.3 A motion to reconsider a warrant article in the warrant of a Town Meeting convened under such warrant may be adopted by a simple affirmative majority vote of said Town Meeting. A warrant article aforesaid which has once been reconsidered may not again be reconsidered, unless such further reconsideration is moved on behalf of the Board of Selectmen or Finance Committee."

Or take any other action relative thereto.

INSERTED BY: Citizen's Petition

FINANCE COMMITTEE RECOMMENDS THAT: No Position Taken

Article 71 Explanation: Currently, Needham has no by-law governing motions, offered at Town Meeting, to reconsider an article disposed of previously in the life of that same Town Meeting. Policy on that score has thus been left to each Moderator to determine, and they have varied in their practices, causing controversy on rare occasions.

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The proposed by-law would reinstate the policy followed by Moderators Samuel H. Wragg and Harold Putnam, former legislators, based on General Court practice, in very simplified form, i.e. that a matter once reconsidered may not again be reconsidered. An escape clause allowing further reconsideration on the motion of the Selectmen or Finance Committee has been added to enable the Town Meeting to deal with unforeseen emergencies or events.

ARTICLE 72: AMEND GENERAL BY-LAWS, SECTION 2.11 (HISTORICAL COMMISSION)

To see if the Town will vote to amend Article 2.11 of the Town's General By-Laws as follows:

1. By adding the following definition to Section 2.11.5.2:

"Demolition - the act of pulling down, destroying, removing or razing a building or portion of a building or commencing such work with the intent of completing the same."

2. By deleting Section 2.11.5.3.3 in its entirety and replacing it with the following:

"2.11.5.3.3 If the building is contained in the inventory, the demolition permit application will be referred to the Needham Historical Commission for its review."

3. By deleting Section 2.11.5.4.1 in its entirety and replacing it with the following:

"2.11.5.4.1 The Building Department must submit the application within 5 business days to the Historical Commission, and shall not issue the demolition permit until the Needham Historical Commission has returned the application to the Building Department, or upon the failure of the Needham Historical Commission to act in accordance with the time limits set within this Demolition Delay By-Law."

4. By deleting Section 2.11.5.4.2 in its entirety and replacing it with the following:

"2.11.5.4.2 The Historical Commission must meet to determine whether the building is historically significant. This must be done within 21 days of receipt of the application from the Building Department. The Commission will notify the applicant of the meeting at least seven days in advance of the meeting."

5. By deleting Section 2.11.5.4.3 in its entirety and replacing it with the following:

"2.11.5.4.3 At this meeting, the owner of the property may make a presentation to the Commission if (s)he chooses."

6. By deleting Section 2.11.5.4.4 in its entirety and replacing it with the following:

"2.11.5.4.4 If the Commission finds that the building is not historically significant, there will not be a Demolition Plan Review, and the application will be immediately returned to the Building Department."

7. By deleting Section 2.11.5.4.5 in its entirety and replacing it with the following:

"2.11.5.4.5 If the building is found to be historically significant, there will be a Demolition Plan Review conducted by the Needham Historical Commission."

8. By amending Section 2.11.5.5.1 by adding the following:

"5) A certified list of abutters to said property and other neighbors within 300 feet, whose names are ascertained from the Board of Assessor's most recent tax list."

9. By deleting Section 2.11.5.5.2 in its entirety and replacing it with the following:

"2.11.5.5.2 Within forty-five days of the receipt of this demolition plan, the Commission shall review the application at a public hearing of the Commission to determine if the structure is preferably preserved. Public notice of such hearing shall be published by the Commission at the expense of the applicant in a local newspaper giving the time, place, and purpose of the hearing once in each of two successive weeks, the first publication not less than fourteen days before the day of said hearing. The Commission shall also mail a copy of said notice to the applicant, to abutters and to all owners of all property within 300 feet of the applicant's property as appearing on the most recent tax list, to the Needham Planning Board and such other persons as the Commission shall deem established to be notified."

10. By deleting Section 2.11.5.5.4 in its entirety and replacing it with the following:

"2.11.5.5.4 If the building is determined to be preferably preserved, the application for a permit to demolish need not be returned to the Building Department for a period of 6 months from the date on which the Historical Commission files its report with the Town Clerk to prevent demolition."

11. By deleting Section 2.11.5.5.5 in its entirety and replacing it with the following:

"2.11.5.5.5 If the Commission is satisfied that the applicant/owner has sincerely tried to find alternatives to demolition with no success, the application may be returned to the Building Department before the expiration of the 6-month period."

12. By deleting Section 2.11.5.5.6 in its entirety and replacing it with the following:

"2.11.5.5.6 In any event, at the expiration of the 6-month period the application shall be returned to the Building Department."

13. By deleting Section 2.11.5.6 in its entirety and replacing it with the following:

"2.11.5.6 Failure to Act

If the Historical Commission fails to act within the specified time limits, the Building Inspector may issue a demolition permit without return of the application from the Commission."

14. By deleting Section 2.11.5.7 in its entirety and replacing it with the following:

"2.11.5.7 Building Permits

No permit for the alteration of an existing structure or the erection of a new structure that involves demolition on the site of an existing historically significant building may be issued prior to the issuance of a demolition permit from the Building Department for such an existing building or any portion thereof."

15. By deleting Section 2.11.5.9 in its entirety and replacing it with the following:

"2.11.5.9 Enforcement and Remedies

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In the event of a demolition of an historically significant building in violation of this by-law, the person or persons responsible for the demolition including, but not limited to, the owners, tenants, developers, or contractors, shall each be subject to a fine of up to \$300 per day for each violation. Each day that the building is not restored to its condition immediately prior to the said demolition, and the demolition permit is not issued, shall be a separate offense, up to a maximum of 183 days."

16. By deleting Section 2.11.5.10 in its entirety and replacing it with the following:

"2.11.5.10 Severability

If any section, paragraph or part of this by-law is for any reason declared invalid or unconstitutional by any court, every other section, paragraph and part shall continue in full force and effect."

17. By adding the following Section 2.11.5.11:

"2.11.5.11 Appeals

Any person aggrieved by a determination of the Commission may appeal to Superior Court, per M.G.L. 249, Section 4."

And amend Article 9 of the General By-Law, by adding a new Section 9.2.2.3 and renumbering the present Section 9.2.2.3 Through 9.2.2.6 accordingly, said new section shall read as follows:

"9.2.2.3 Demolition of Historical Buildings (2.11.5.9)

Enforcement Agent: Building Inspector
Fine Schedule: Up to \$300 per offense."

Or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: No Position Taken

Article 72 Explanation: This Article, if approved, will amend the general Town bylaws concerning demolition delay of local historic structures to include a public hearing in the demolition delay review process and to provide a penalty of a fine up to \$300 per day for any and each person responsible for the demolition of a historically significant structure in violation of this by-law. All other proposed changes clarify language in the existing approved by-law.

ARTICLE 73: AMEND GENERAL BY-LAW, SECTION 1.3 (MAILING OF NOTIFICATION)

To see if the Town will vote to delete in its entirety Section 1.3 of the Town's General By-Laws and replace it with the following:

"Section 1.3 Mailing of Notification

In addition to such required notification, the Town Clerk shall cause to be delivered or mailed to each place of residence a copy of the Warrant for each Annual Town election of officers. The Town Clerk shall also cause to be delivered or mailed to each residence a copy of the Warrant for each Town Meeting held for the purpose of the transacting of business. The Town Clerk shall cause to be delivered or mailed to each Town Meeting Member a copy of the Warrant for each Special Town Meeting.

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Said delivering or mailing shall not, however, constitute any part of the posting of said Warrant. The Town Clerk shall make available to any resident, upon request, a copy of the Warrant for each Special Town Meeting. The Town Clerk shall cause the titles and a synopsis of all Special Town Meeting Articles to be printed in a local newspaper."

Or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: No Position Taken

Article 73 Explanation: This Article clarifies the Town's General By-Laws by specifically allowing separate mailings to residents of the notice of the Annual Town Election and the Annual Town Meeting.

ARTICLE 74: DELETE GENERAL BY-LAWS, SECTION 2.1.4 (CONSTRUCTION OF TOWN - OWNED BUILDINGS)

To see if the Town will vote to delete in its entirety Section 2.1.4 of the General By-Laws and renumber the subsequent sections accordingly.

Or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: No Position Taken

Article 74 Explanation: With the approval of the General By-Law creating the Permanent Public Building Committee (Section 2.7.2), this earlier By-Law regarding the construction of Town-Owned Buildings is no longer necessary.

TOWN MEETING COMMITTEES

ARTICLE 75: ESTABLISH A COMMITTEE TO RECOMMEND FINANCING ALTERNATIVES FOR THE RECYCLING TRANSFER STATION (RTS)

Form a committee to recommend financing alternatives for the Recycling Transfer Station (RTS). To ask the Moderator to appoint a Study Committee made up of one (1) member of the Finance Committee, (2) elected Town meeting members and two (2) registered voters, not members of the Town Meeting, to study the various means of financing the operations of the Recycling Transfer Station (RTS) and types of rubbish collection that are used at the RTS or available to the Town for the collection of rubbish, remembering the recycling concerns of the Town and State.

Said Committee shall report back to the Town Meeting no later than the next Annual Town Meeting or earlier with a report of their recommendations and with the object of the Town Meeting to put at least two (2) of those recommendations before the voters of the Town at the next available town wide election.

This Study Community shall have the support and cooperation of all Town Officials, Departments, Boards, Administrative Offices and Committees in making said report.

INSERTED BY: Citizen's Petition

FINANCE COMMITTEE RECOMMENDS THAT: No Position Taken

Article 75 Explanation: The purpose of the Article is to ascertain if Town Meeting desires to establish a Study committee to study the present operational and financing mechanism of the Recycling Transfer Station (RTS) and formulate alternative

1999 ANNUAL TOWN MEETING WARRANT

operational and financing mechanisms for the RTS. The Committee would then report its findings to Town Meeting and upon the recommendation of Town Meeting provide Needham residents with an opportunity to vote their preference on the various operational and financing plans.

ARTICLE 76: ESTABLISH A COMMITTEE TO STUDY THE RECALL OF ELECTED OFFICIALS

Form a Committee to study establishing a system for recall of elected officials.

To see if Town Meeting will form a committee to report and draft an Article for insertion in the Town Meeting Warrant that will petition the General Court for a system of recall of officials elected by town wide ballot with a term of longer than one year.

Said committee shall be made up of (7) seven members. Six appointed by the Town Moderator: consisting of (2) members of the Government Review Committee, (2) two elected precinct members of town meeting, and (2) registered voters not members of town meeting. The seventh member to be appointed by the Board of Selectmen.

INSERTED BY: Citizen's Petition

FINANCE COMMITTEE RECOMMENDS THAT: No Position Taken

Article 76 Explanation: At the present time the Town of Needham has no by-law or regulation authorizing or setting forth the method for removal from Office of any Town wide elected official. The purpose of the Article is to ascertain if Town Meeting desires to establish a Study Committee to study and formulate a responsible system for the recall of Town wide elected officials with a term longer than one year. If adopted, such a mechanism, would hold Town wide elected officials more accountable to Town residents.

ARTICLE 77: CONTINUE COMMUNITY CENTER STUDY COMMITTEE

To see if the Town will continue the Community Center Study Committee established by vote of the 1994 Annual Town Meeting under Article 59, to direct and authorize said Committee to study the options for providing a community facility that may meet the current and future needs for youth, recreation, cultural and senior programs, said Committee shall report back to the next Annual Town Meeting or sooner; or take any other action relative thereto.

INSERTED BY: Community Center Study Committee

FINANCE COMMITTEE RECOMMENDS THAT: No Position Taken

ARTICLE 78: CONTINUE SCHOOL SAFETY STUDY COMMITTEE

To see if the Town will vote to continue the School Safety Study Committee, established by vote of the 1991 Special Town Meeting under Article 10, direct and authorize said Committee to continue the study and evaluation of safe walking routes for Needham School children, to develop and recommend minimum and uniform safety criteria regarding school walking routes, to address the issue of age appropriate walking routes and distances and to generally examine the issue of safe student access to and from their schools, said Committee to report to the next Annual Town Meeting or sooner; or take any other action relative thereto.

INSERTED BY: School Safety Study Committee

FINANCE COMMITTEE RECOMMENDS THAT: No Position Taken

1999 ANNUAL TOWN MEETING WARRANT

ARTICLE 79: CONTINUE SOLID WASTE DISPOSAL/RECYCLING ADVISORY COMMITTEE

To see if the Town will vote to continue the Solid Waste Disposal/Recycling Advisory Committee, established by vote of the 1966 Annual Town Meeting under Article 73 and amended under Article 40 of the 1993 Annual Town Meeting, direct and authorize said Committee to continue to investigate all methods of collection and disposal of solid waste, said Committee to report to the next Annual Town Meeting or sooner; or take any other action relative thereto.

INSERTED BY: Solid Waste Disposal/Recycling Advisory Committee
FINANCE COMMITTEE RECOMMENDS THAT: No Position Taken

ARTICLE 80: CONTINUE THE NEEDHAM GOVERNMENTAL REVIEW STUDY COMMITTEE

To see if the Town will continue the Needham Governmental Review Study Committee, established by vote of the 1997 Annual Town Meeting, under Article 71, said committee shall report back to the next Annual Town Meeting or sooner, or take any other action relative thereto.

INSERTED BY: Needham Governmental Review Study Committee
FINANCE COMMITTEE RECOMMENDS THAT: No Position Taken

ARTICLE 81: OMNIBUS ARTICLE

To see if the Town will vote to raise by taxation, transfer from available funds, by borrowing or otherwise, such sums as may be necessary for all or any of the purposes mentioned in the foregoing articles, especially to act upon all appropriations asked for or proposed by the Selectmen, or any Town Officer or Committee, to appoint such committees as may be decided upon and to take action upon matters which may properly come before the meeting; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

And you are hereby directed to serve this Warrant by posting copies thereof in not less than twenty public places in said Town at least 7 days before said meeting.

Hereof fail not and make due return of this Warrant with your doings thereon unto our Town Clerk on or after said day and hour.

Given under our hands at Needham aforesaid this day of 23 day of February, 1999

John H. Cogswell, Chairman
William M. Powers, Vice Chairman
Paul Theodore Owens
John D. Marr, Jr.
Daniel P. Matthews
Selectmen of Needham

a true copy
Attest:
Constable

SUMMARY OF PROPOSED CAPITAL PROJECTS - FY 2001 - 2004

The FY2000 to 2004 Capital Improvement Plan (CIP) is the proposed schedule for the expenditure of funds to build, replace, and maintain the public facilities used by the citizens of Needham. The Capital Budget is the first year of the CIP and is reflected in 1999 Annual Town Meeting Warrant Articles #34 through #68. In addition, the CIP included other capital project requests for funding in FY2000 or future years. Those projects which were deferred for further consideration are shown in the list below.

DEFERRED AND FUTURE PROJECTS

PROJECT	POTENTIAL		YEAR FUNDING INITIALLY REQUESTED				
	FY2000-2004	FUNDING	FY2000	FY2001	FY2002	FY2003	FY2004
	COST	SOURCE	[note 1]				
MUNICIPAL BUILDING MAINTENANCE BOARD							
1. ROOF REPLACEMENTS (EMORY GROVER/LIBRARY) POLICE STATION/ ELIOT SCHOOL)	495,000	G.O.DEBT		220,000	30,000	70,000	175,000
2. MECHANICAL SYSTEMS REPAIR(SCHOOLS DPW)	1,450,000	G.O.DEBT		350,000	330,000	330,000	440,000
3. EXTERIOR PAINTING (SCHOOL + MUNICIPAL BLDGS)	210,000	G.O.DEBT		65,000	65,000	50,000	30,000
4. WOMEN'S LOCKER ROOM RENOVATIONS (H.S.)	80,000	G.O.DEBT			80,000		
5. HIGH SCHOOL GYM RENOVATION	TBD	G.O.DEBT		TBD			
6. HIGH SCHOOL AUDITORIUM RENOVATION	TBD	G.O.DEBT		TBD			
7. WINDOW REPLACEMENT (EMORY GRO /HILLSIDE MITCHELL/ BROADMEADOW)	1,655,000	G.O.DEBT		125,000	565,000	515,000	450,000
8. SCHOOL PARKING LOT REPAIRS (High/Newman/Pollard)	902,000	G.O.DEBT		348,000	322,000	232,000	
9. POLLARD BRIDGE RECONSTRUCTION	50,000	AVAIL/FUNDS		50,000			
10. SCHOOL FLOORING REPLACEMENT	200,000	G. O. DEBT		50,000	50,000	50,000	50,000
11. INTERIOR PAINTING (SCHOOL + MUNICIPAL BLDGS)	200,000	G.O. DEBT		50,000	50,000	50,000	50,000
12. LIGHT + SOUND SYS REPLACE(NEWMAN AUDI)	130,000	G.O..DEBT	130,000	SEE NOTE 2 BELOW			
13. ADA COMPLIANCE - MEMORIAL PARK / POLLARD	50,000	AVAIL/FUNDS		50,000			
SUBTOTAL	5,422,000		130,000	1,308,000	1,492,000	1,297,000	1,195,000
POLICE DEPARTMENT							
14. MOBILE DATA TERMINALS	130,000	G.O. DEBT			130,000		
15. PORTABLE RADIO EQUIPMENT	66,000	AVAIL/FUNDS		66,000			
SUBTOTAL	196,000		0	66,000	130,000	0	0
FIRE DEPARTMENT							
16. REPLACEMENT OF C-1 (FIRE CHIEF'S CAR)	35,000	AVAIL/FUNDS				35,000	
17. REPLACEMENT OF ENGINE - 1	600,000	G.O.DEBT					600,000
18. REPLACEMENT OF FIRE C-2	40,000	AVAIL/FUNDS		40,000			
19. REPLACEMENT OF FIRE ENGINE LADDER 1	550,000	G.O.DEBT		550,000			
20. REPLACEMENT OF FIRE ENGINE 3	300,000	G.O.DEBT			300,000		
SUBTOTAL	1,525,000		0	590,000	300,000	335,000	600,000
DEPARTMENT OF PUBLIC WORKS							
21. MUNICIPAL PARKING LOT IMPROVEMENTS	45,000	G.O.DEBT (pkg.meter fund)	45,000				
22. DEFAZIO ACCESS RD/PARKING LOT RECONS.	375,000	G.O.DEBT	140,000	235,000			
23. GEOGRAPHIC INFORMATION SYSTEM	287,000	G.O.DEBT (water/sewer fees)		211,000	76,000		
24. DPW BUILDING ADA RENOVATIONS	1,900,000	G.O.DEBT (water/sewer fees)	235,000	1,665,000			
25. VEHICLE EQUIPMENT WASH SYSTEM	TBD	G.O.DEBT (water/sewer fees)		TO BE DETERMINED			
26. BIRD STREET RECONSTRUCTION	520,000	G.O.DEBT	520,000				
27. SUBDIVISION RD (CANTERBURY LANE ELDER RD/GARY RD/ LEE RD)	665,000	G.O.DEBT			665,000		
28. SUBDIVISION RD (LAWTON RD/ NOANETT RD/ AMELIA RD/ HEWETT CIR)	700,000	G.O.DEBT				700,000	
29. SUBDIVISION RD (EVELYN RD / YALE RD/ BOWER ST/ HARVARD CIR)	515,000	G.O.DEBT					515,000

NOTE 1: PROJECTS IN THIS COLUMN WERE PREVIOUSLY PLANNED FOR FY2000 OR EARLIER, BUT ARE BEING DEFERRED FOR FINANCIAL REASONS

NOTE 2: THIS PROJECT MAY BE ABLE TO BE FINANCED WITH RESIDUAL FUNDS FORM THE NEWMAN SCHOOL RENOVATION PROJECT.

DEFERRED AND FUTURE PROJECTS CONTINUED

PROJECT	FY2000-2003 COST	POTENTIAL FUNDING SOURCE	YEAR FUNDING INITIALLY REQUESTED				
			FY2000 [note1]	FY2001	FY2002	FY2003	FY2004
30. HARRIS AVENUE RECONSTRUCTION	500,000	G.O.DEBT	500,000				
31. LOCAL RDS - EXTRAORDINARY REPAIRS	1,800,000	G.O.DEBT		300,000	400,000	500,000	600,000
32. SIDEWALK REPAIR AND RESURFACING	258,000	G.O.DEBT	0	52,000	44,000	95,000	67,000
33. NEW SCHOOL SIDEWALK CONSTRUCTION	392,500	G.O.DEBT		77,000	102,500	33,000	180,000
34. TRAFFIC SIGNAL EQUIPMENT REPLACEMENT	250,000	G.O.DEBT	50,000	50,000	50,000	50,000	50,000
35. TRANSFER TRAILER REPLACEMENT	183,000	RTS FEES		43,500	45,000	46,500	48,000
36. RENOVATION BROADMEADOW AND ELIOT SCHOOL GROUNDS	157,500	G.O.DEBT	157,500				
37. STORM DRAIN MASTER IMPROV.	TBD	G.O.DEBT		TBD			
38. BROOK AND CULVERT MAINTENANCE PROGRAM	TBD	G.O.DEBT	TBD	TBD	TBD	TBD	TBD
39. EPA STORMWATER DISCHARGE PERMIT	TBD	G.O.DEBT		TBD			
40. EPA STORM DRAIN DISCHARGE IMPROVEMENT	TBD	G.O.DEBT					
41. WASTEWATER SYS REHABILITATION DESIGN	750,000	SEWER FEES		150,000	150,000	150,000	150,000
WASTEWATER SYS REHABILITATION CONSTRUC	TBD			SUBJECT TO ABOVE DESIGN			
42. WASTEWATER PUMPING STA PUMP REPLACE PRO	100,000	SEWER FEES		25,000	25,000	25,000	25,000
43. SEWER REHABILITATION -NEWMAN EASEMENT REPAIR	TBD	SEWER FEES		TBD			
44. SEWER REHABILITATION-FRANK ST EASEMENT	TBD	SEWER FEES		TBD			
45. WATER SYSTEM REHABILITATION	2,500,000	SEWER FEES	500,000	500,000	500,000	500,000	500,000
46. WATER METER REPLACEMENT PROGRAM	3,150,000	WA/SEW FEES	150,000	1,500,000	1,500,000		
47. BROADMEADOW SCHOOL PARKING LOT IMPROV.	400,000	G.O.DEBT		400,000			
48. MITCHELL SCHOOL PICKUP/DROP OFF IMPROV.	TBD	G.O.DEBT			TBD		
49. DPW EQUIPMENT REPLACEMENT	2,704,730	G.O.DEBT	350,080	596,037	343,808	982,105	432,700
SUBTOTAL	18,152,730		2,797,580	8,602,117	3,901,308	3,081,605	2,567,700
PARK AND RECREATION							
50. RENOVATION OF CRICKET BUILDING	500,000	G.O.DEBT			50,000	450,000	
51. DRIVING RANGE/SKATE PARK AT LANDFILL	250,000	G.O.DEBT		250,000			
52. ROSEMARY POOL COMPLEX IMPROVEMENTS	1,065,000	G.O.DEBT		100,000	965,000		
53. DEFAZIO BASKETBALL COURT CONSTR.	25,000	AVAIL/FUNDS				25,000	
SUBTOTAL	1,840,000		0	350,000	1,015,000	475,000	0
LIBRARY							
54. LIBRARY INTERIOR SPACE RENOVATION	6,720,000	STATE AID/ EXCLUDED DEBT	720,000	6,000,000			
SUBTOTAL	6,720,000		720,000	6,000,000			
FINANCE							
55. UPGRADE OF PUBLIC SAFETY COMPUTER SYS.	120,000	G.O.DEBT					120,000
56. TOWNWIDE COMPUTER SYSTEM UPGRADE	200,000	G.O.DEBT				200,000	
57. TOWN FORMS/POSTAGE EQUIPMENT	36,000	G.O.DEBT				36,000	
SUBTOTAL	356,000		0	0	0	236,000	120,000
SELECTMEN							
58. LANDFILL RE-USE ENGINEERING DESIGN & STUDY	100,000	G.O.DEBT	100,000				
59. RENOVATION OF HIGH ROCK FOR HUMAN SERS CE	4,900,000	EXCLUDED DEBT		400,000	4,500,000		
60. RENOVATION OF TOWN HALL	5,500,000	G.O.DEBT			500,000	5,000,000	
61. DPW RENOVATION / ANNEX	TBD	G.O.DEBT		DESIGN	CONSTR.		
62. STEPHEN PALMER RENOVATION	TBD	G.O.DEBT				DESIGN	CONSTR.
63. POLICE/FIRE DISPATCH CENTER	TBD	G.O.DEBT				TO BE DETERMINED	
SUBTOTAL	10,500,000		100,000	400,000	5,000,000	5,000,000	0
SCHOOL DEPARTMENT							
64. SCHOOL TECHNOLOGY PLAN	374,400	G.O.DEBT		374,400			
65. NEW K-5 ELEMENTARY SCHOOL	10,530,000	EXCLUDED DEBT		10,530,000			
66. NEW MIDDLE SCHOOL	19,000,000	EXCLUDED DEBT	1,900,000	17,100,000			
67. ADD. AND RENOV. TO BROADMEADOW SCHOOL	7,987,500	EXCLUDED DEBT		7,987,500			
68. RENOVATION TO POLLARD MIDDLE SCHOOL	750,000	EXCLUDED DEBT		93,750	656,250		
69. ADDITION AND RENOV. TO HIGH SCHOOL (DESIGN)	675,000	EXCLUDED DEBT					675,000
70. ADDITION AND RENOVATION TO MITCHELL SCH	TBD	EXCLUDED DEBT				DESIGN	CONST
71. RENOVATE NEWMAN FOR PRESCHOOL	500,000	EXCLUDED DEBT		62,500	437,500		
72. DAILY BUILDING	TBD	G.O.DEBT			TO BE DETERMINED		
73. HILLSIDE SCHOOL RENOVATION	TBD	EXCLUDED DEBT			TO BE DETERMINED		
SUBTOTAL	39,816,900		1,900,000	36,085,650	656,250	0	675,000
GRAND TOTAL	84,528,630		5,647,580	53,401,767	12,494,558	10,424,605	5,157,700

NOTE 1: PROJECTS IN THIS COLUMN WERE PREVIOUSLY PLANNED FOR FY2000 OR EARLIER, BUT ARE BEING DEFERRED FOR FINANCIAL REASONS

TOTAL DEBT SERVICE: ISSUED AND ESTIMATED

SUMMARY

DEPT	AMOUNT AUTHORIZED	AMOUNT ISSUED	PURPOSE	DATE VOTED	ART #	DATE ISSUED	FY 99 Total	FY 00 Principal	FY 00 Interest	FY 00 Total	FY 01 Total	FY 02 Total	FY 03 Total	FY 04 Total
1. HOSPITAL	735,000	735,000					97,727	86,250	7,941	94,191	31,802	30,634	29,426	28,110
2. TAX LEVY	12,544,000	8,255,000					1,482,186	1,352,489	344,197	1,696,686	1,637,143	1,388,527	1,094,466	1,021,510
3. FEES	22,263,476	11,479,576					1,438,419	1,608,878	818,630	2,427,516	2,357,744	2,291,970	1,938,985	1,705,510
TOTAL	34,828,976	20,469,576					3,018,332	3,047,617	1,170,775	4,218,392	4,026,688	3,711,131	3,062,868	2,755,210

1. DEBT SERVICE SUPPORTED BY HOSPITAL ENTERPRISE FUND

DEPT	AMOUNT AUTHORIZED	AMOUNT ISSUED	PURPOSE	DATE VOTED	ART #	DATE ISSUED	FY 99 Total	FY 00 Principal	FY 00 Interest	FY 00 Total	FY 01 Total	FY 02 Total	FY 03 Total	FY 04 Total
Hospital	420,000	420,000	Renovation	Nov '92	14	Feb '93	63,720	60,000	1,260	61,260	0	0	0	0
Hospital	315,000	315,000	Renovation	Nov '92	15	Feb '93	34,007	26,250	6,681	32,931	31,802	30,634	29,426	28,110
TOTAL HOSP	735,000	735,000					97,727	86,250	7,941	94,191	31,802	30,634	29,426	28,110

2. DEBT SERVICE SUPPORTED BY TAX LEVY

DEPT	AMOUNT AUTHORIZED	AMOUNT ISSUED	PURPOSE	DATE VOTED	ART #	DATE ISSUED	FY 99 Total	FY 00 Principal	FY 00 Interest	FY 00 Total	FY 01 Total	FY 02 Total	FY 03 Total	FY 04 Total
Memorial Park	210,000	210,000	Track	May'88	59	Jul '89	44,024	0	0	0	0	0	0	0
DPW	45,000	45,000	Roof Repairs	May'88	17	Jul '89	5,155	0	0	0	0	0	0	0
Park & Rec	45,000	45,000	Pool Repairs	May'90	37	May'90	20,552	0	0	0	0	0	0	0
School	685,000	685,000	Asb/Toes Remove	May'89	29	May'90	74,513	0	0	0	0	0	0	0
DPW	40,000	40,000	Traffic Lights	May'89	20	May'90	4,737	0	0	0	0	0	0	0
DPW	88,000	88,000	Building Repairs	May'92	36	Feb'93	19,362	7,300	1,563	8,863	8,549	9,806	14,957	10,310
Town Hall	225,000	225,000	Building Repairs	May'92	37	Feb'93	26,077	17,565	2,758	20,323	19,567	18,786	17,978	17,166
School	177,000	177,000	Oil Tank Replac.	May'92	35	Feb'93	43,469	26,100	2,019	28,119	11,348	14,027	9,314	6,800
Town Hall/Police	260,760	260,760	Software	May'93	20	Sep'93	53,065	0	0	0	0	0	0	0
Newman	100,000	100,000	Renovation	Nov'92	13	Sep'93	12,110	10,000	1,755	11,755	11,388	11,005	10,610	10,215
Town Hall/Police	339,240	339,240	Hardware	May'93	19	Sep'93	41,082	33,924	5,954	39,878	38,631	37,333	35,993	34,645
School	130,000	130,000	Hardware	May'93	21	Sep'93	15,743	13,000	2,282	15,282	14,804	14,307	13,793	13,280
Fire	425,000	425,000	Fire Truck	May'92	39	May '96	60,673	45,000	13,648	58,648	56,668	49,620	47,760	45,810
Landfill	200,000	200,000	Closure Design	May'92	30	May '96	67,925	0	0	0	0	0	0	0
Landfill	190,000	190,000	Compactor	May'94	39	May '96	62,700	0	0	0	0	0	0	0
DPW	50,000	50,000	Traffic Lights	May'94	38	May '96	11,345	10,000	895	10,895	10,455	0	0	0
MIS	80,000	80,000	Computers	May'94	35	May '96	12,765	10,000	2,315	12,315	11,875	11,420	10,955	10,490
DPW	30,000	30,000	Building/ADA	May'94	36	May '96	10,450	0	0	0	0	0	0	0
DPW	104,000	104,000	Equipment	May'94	66	May '96	31,350	0	0	0	0	0	0	0
Landfill	50,000	50,000	Engineering	May'88	19	May '96	11,345	10,000	895	10,895	10,455	0	0	0
High School	250,000	250,000	Boilers	May'95	6	May '96	56,725	50,000	4,475	54,475	52,275	0	0	0
DPW	209,000	209,000	Equipment	May'95	36	May '96	45,380	40,000	3,580	43,580	41,820	0	0	0
Pollard	457,000	457,000	HVAC	May'95	46	May '96	61,875	45,000	14,850	59,850	57,870	55,823	53,730	51,680
Newman	128,000	128,000	Grounds	May'95	32	May '96	28,363	25,000	2,238	27,238	26,138	0	0	0
Hillside School	100,000	100,000	Parking	May'95	34	May '96	22,690	20,000	1,790	21,790	20,910	0	0	0
Newman	527,000	527,000	Renovation	May'95	30	May '96	74,423	55,000	16,948	71,948	69,528	62,025	59,700	57,370
storm drain	30,000	30,000	Storm Drains	May '93	26	June '97	7,056	6,000	756	6,756	6,510	6,258	0	0
storm drain	30,000	30,000	Storm Drains	May '94	41	June '97	7,056	6,000	756	6,756	6,510	6,258	0	0
Schools	10,000	10,000	Boilers	May'95	6	June '97	5,250	0	0	0	0	0	0	0
Schools	160,000	160,000	Newman HVAC	May'95	30	June '97	17,677	11,000	6,127	17,127	16,676	16,214	22,741	28,210
Schools	500,000	500,000	High School ADA	Oct '96	11	June '97	116,424	99,000	12,474	111,474	107,414	103,257	0	0
Schools	113,000	113,000	Pollard ADA	May '96	31	June '97	28,970	25,000	2,720	27,720	26,695	15,645	0	0
Fire	35,000	35,000	Command vehicle	May '96	34	June '97	8,232	7,000	882	7,882	7,595	7,301	0	0
Public Safety	180,000	180,000	Dispatching Equip.	May '96	38	June '97	42,336	36,000	4,536	40,536	39,060	37,548	0	0
MBMB	118,000	118,000	Building Repairs	May '96	40	June '97	28,138	24,000	2,938	26,938	25,954	22,946	0	0
DPW	264,600	264,600	Equipment	May '96	41	June '97	62,285	53,000	6,635	59,635	57,462	54,236	0	0
DPW	60,000	60,000	Sidewalk Tractor	May '96	42	June '97	14,112	12,000	1,512	13,512	13,020	12,516	0	0
Park and Rec.	87,000	87,000	Pollard/Greene's Field	May '96	44	June '97	21,917	18,000	1,967	19,967	19,229	11,473	0	0
Schools	360,000	360,000	Newman HVAC	May '96	5	June '97	33,376	18,000	14,476	32,476	31,738	30,982	72,208	61,450
Schools	223,000	223,000	Modular Classrooms	Feb '97	2	June '97	31,943	23,000	7,793	30,793	29,850	28,884	33,895	33,895
Schools	15,000	15,000	Mitchell School Roof Design	Feb '97	3	June '97	3,399	3,000	249	3,249	3,126	0	0	0
Fire	36,000	36,000	Base Radio Station	Feb '97	4	June '97	8,232	7,000	882	7,882	7,595	7,301	0	0
DPW	35,000	35,000	Sidewalk Ramps	May'94	37	June '98	8,369	7,000	543	7,543	7,819	7,550	7,277	0
DPW	25,000	25,000	Sidewalk Repair	May'95	47	June '98	5,978	5,000	775	5,775	5,585	5,393	5,198	0
DPW	25,000	25,000	Sidewalk Reconstruction	May '96	43	June '98	5,978	5,000	775	5,775	5,585	5,393	5,198	0
Finance	60,000	60,000	Computer Upgrade	May '97	37	June '98	14,346	12,000	1,860	13,860	13,404	12,942	12,474	0
DPW	84,000	84,000	Equipment Replacement	May '97	39	June '98	20,284	17,000	2,596	19,596	18,950	18,295	16,632	0
MBMB	197,000	197,000	Mitchell School Roof	Jun '97	33	June '98	24,513	16,000	6,824	22,824	28,216	27,369	22,511	9,450
Selectmen	80,000	80,000	Chestnut St. Lot Design	Nov '97	16	June '98	22,125	16,000	2,356	18,356	26,748	10,785	10,395	0
MBMB	50,000	50,000	H. S. Roof Design	Nov '97	11	June '98	11,950	10,000	1,545	11,545	11,165	10,780	0	0
DPW	60,000	60,000	Sidewalk Tractor	Jun '97	40	June '98	14,346	12,000	1,860	13,860	13,404	12,942	12,474	0
	8,255,000	8,255,000					1,482,186	865,889	161,797	1,027,686	991,588	766,417	495,791	44,645

1999 ANNUAL TOWN MEETING WARRANT

ITEM	AMOUNT	AMOUNT	PURPOSE	DATE	ART. #	DATE	FY '99	FY '00			FY '01	FY '02	FY '03	FY '04
	AUTHORIZED	ISSUED						Total	Principal	Interest	Total	Total	Total	Total
PRIZED LEVY SUPPORTED DEBT, NOT ISSUED (estimated)														
ools	37,000		Pollard ADA	May '96	31									
MB	13,000		Mitchell School Roof	Jun '97	33									
Health	200,000		Community Septic Mgmt. (WPAT)	Jun '97	64			10,000	0	10,000	10,000	10,000	10,000	10,000
WV	628,000		Storm Drain Master Plan (WPAT)	May '98	7			31,400	0	31,400	31,400	31,400	31,400	31,400
ools	200,000		Technology Plan	May '98	28			40,000	10,000	50,000	48,000	46,000	44,000	42,000
MB	860,000		H.S. Roof Construction	May '98	39			86,000	47,300	133,300	128,570	123,840	119,110	114,380
MB	275,000		DPW Roof Replacment	May '98	40			27,500	15,125	42,625	41,113	39,600	38,088	36,575
MB	200,000		Hillside Boiler Replacment	May '98	41			40,000	10,000	50,000	48,000	46,000	44,000	42,000
MB	60,000		Elementary School Roof Repairs	May '98	42			12,000	3,000	15,000	14,400	13,800	13,200	12,600
MB	210,000		H.S. Exterior Repairs	May '98	45			42,000	10,500	52,500	50,400	48,300	46,200	44,100
W	50,000		Handicapped Ramps - sidewalks	May '98	50			10,000	2,500	12,500	12,000	11,500	11,000	10,500
WV	196,000		Equipment (vehicles)	May '98	51			39,200	9,800	49,000	47,040	45,080	43,120	41,160
W	65,000		Sidewalk repair/resurfacing	May '98	54			13,000	3,250	16,250	15,600	14,950	14,300	13,650
Women	300,000		Townwide Telephone System	May '98	64			30,000	16,500	46,500	44,850	43,200	41,550	39,900
nice	60,000		Police/Fire Computer Upgrade (AS400)	May '98	65			12,000	3,000	15,000	14,400	13,800	13,200	12,600
re	300,000		Replace Fire Engine 2	May '98	67			30,000	16,500	46,500	44,850	43,200	41,550	39,900
MB	210,000		Roof - High School Gym	Nov '98	14			21,000	11,550	32,550	31,395	30,240	29,085	27,930
Women	425,000		Chestnut Street Lot Construction	Nov '98	15			42,500	23,375	65,875	63,538	61,200	58,863	56,525
	4,289,000						0	486,600	182,400	669,000	645,555	622,110	598,665	575,220

LEVY	12,544,000	8,255,000					1,482,186	1,352,489	344,197	1,696,686	1,637,143	1,388,527	1,094,456	1,021,504
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TOWN SUPPORTED BY FEES

ITEM	AMOUNT AUTHORIZED	AMOUNT ISSUED	PURPOSE	DATE VOTED	ART. #	DATE ISSUED	FY '99 Total	FY '00			FY '01 Total	FY '02 Total	FY '03 Total	FY '04 Total
								Principal	Interest	Total				
ver	20,000	20,000	Storm Drains	May '88	23	Jul '89	2,062	0	0	0				
ver	40,000	40,000	Rehabilitation	May '88	21	Jul '89	6,526	0	0	0				
ver	300,000	300,000	Mains Const.	May '88	22	Jul '89	48,952	0	0	0				
ver	225,000	225,000	Mains Const.	May '88	22	May '90	47,659	0	0	0				
ver	225,000	225,000	Mains Const.	May '88	22	Oct '91	26,865	22,500	3,139	25,639	24,390	23,130		
ver	125,000	125,000	Mains Const.	May '89	22	Feb '93	11,544	17,500	3,527	21,027	20,274	19,153	25,198	0
ver	135,000	135,000	Rehabilitation	May '89	21	Feb '93	22,633	18,500	3,375	21,875	21,079	20,902	20,506	0
ver	393,951	393,951	Rehab. (WPAT)	May '91	40	Feb '93	23,061	13,995	9,433	23,428	23,813	24,216	24,640	25,083
ver	115,000	115,000	Rehabilitation	May '89	21	Sep '93	13,927	11,500	2,017	13,517	13,096	12,656	12,201	11,736
ver	50,000	50,000	Mains Const.	May '89	22	Sep '93	6,055	5,000	878	5,878	5,694	5,503	5,305	5,103
ver	238,725	238,725	MVRA Loan	Nov '94	2	May '95	47,745	47,745	0	47,745	0			
ver	650,000	650,000	Great Plain Sta.	May '95	37	May '96	89,375	65,000	21,450	86,450	83,590	80,633	77,610	74,523
ver	250,000	250,000	Rehabilitation	May '93	22	May '96	34,375	25,000	8,250	33,250	32,150	31,013	29,850	28,663
ver	250,000	250,000	Rehabilitation	May '92	31	May '96	34,375	25,000	8,250	33,250	32,150	31,013	29,850	28,663
ver	20,000	20,000	Cooke Bridge Sta.	May '94	42	May '96	5,445	5,000	220	5,220	0			
ver	600,000	600,000	Rehabilitation	May '94	40	May '96	82,500	60,000	19,800	79,800	77,160	74,430	71,640	68,790
ver	553,300	553,300	MVRA Loan	May '96	48	Aug '96	82,995	82,995	0	82,995	82,995	82,995	0	
ver	50,000	50,000	Rehabilitation design	May '96	49	June '97	11,760	10,000	1,260	11,260	10,850	10,430	0	
ver	100,000	100,000	EPA Stormwater Investigation	May '96	50	June '98	13,955	10,000	3,550	13,550	13,170	12,785	12,395	52,000
ver	106,500	106,500	Equipment Replacement	Jun '97	39	June '98	31,619	21,105	3,061	24,166	23,364	19,868	19,149	0
ver	143,500	143,500	Sewer Rehab Design	May '97	47	June '98	34,112	30,000	4,458	34,458	33,318	27,163	26,188	5,200
ver	350,000	350,000	West St. Pump Sta. Design	Feb. '97	5	June '98	83,685	70,000	10,850	80,850	78,190	75,495	72,765	0
ver	243,300	243,300	Sewer Master Plan (WPAT)	Oct. '96	7	Nov. '98	0	7,096	2,481	9,577	10,939	10,950	10,971	10,987
ver	91,400	91,400	Rehab Design (Area 19-1) (WPAT)	Oct. '96	8	Nov. '98	0	2,711	931	3,643	4,079	4,108	4,141	4,171
ver	175,500	175,500	Sewer Rehab (Webster St.)	May '97	42	Nov. '98	0	5,105	1,789	6,893	7,833	7,897	7,868	7,936
ver	1,380,400	1,380,400	Sewer Rehab (Area 19-1) (WPAT)	May '97	46	Nov. '98	0	40,129	14,073	54,202	62,000	62,029	62,111	62,274
SEWER	6,831,576	6,831,576					761,224	595,881	122,790	718,671	660,134	654,367	512,386	385,127

ter	150,000	150,000	Rehabilitation	May '88	24	Jul '89	6,702	0	0	0				
ter	191,000	191,000	Rehabilitation	May '88	24	Oct '91	22,805	19,100	2,664	21,764	20,704	19,635	0	
ter	400,000	400,000	Rehabilitation	May '89	24	Oct '91	57,338	47,511	7,238	54,749	52,113	60,035	0	
ter	300,000	300,000	Rehabilitation	May '91	41	Feb '93	45,748	37,435	6,712	44,147	71,878	35,111	32,205	0
ter	200,000	200,000	Rehabilitation	May '91	41	Sep. '93	24,182	21,878.86	3,605	25,484	24,680	23,843	22,979	16,496
ter	500,000	500,000	Rehabilitation	May '92	34	Sep. '93	60,455	54,697.14	9,014	63,711	61,701	59,608	57,448	41,240
ter	500,000	500,000	Rehabilitation	May '94	43	May '96	68,750	50,000	16,500	66,500	64,300	62,025	59,700	57,325
ter	200,000	200,000	Rehabilitation	May '93	25	May '96	27,500	20,000	6,600	26,600	25,720	24,810	23,880	22,930
ter	185,000	185,000	Water Master Plan	Oct. '96	6	June '97	44,473	38,000	4,573	42,573	41,015	34,419	0	
ter	335,000	335,000	Treatment Plant	May '96	47	June '97	78,792	67,000	8,442	75,442	72,695	69,881	0	
ter	66,000	66,000	Equipment Replacement	May '97	39	June '98	17,635	13,895	1,972	15,867	15,339	12,488	12,037	0
WATER	3,027,000	3,027,000					454,379	369,517	67,320	436,837	450,144	401,855	208,249	137,991

TS	35,000	35,000	Trailers	May '93	23	Sep. '93	5,088			0				
TS	135,000	135,000	Recycling Exp.	Nov. '95	6	May '96	19,893	15,000	4,217	19,217	18,558	17,875	17,178	11,465
TS	318,000	318,000	Recycling Exp.	May '93	27	May '96	46,475	30,000	9,900	39,900	38,580	37,215	35,820	34,395
TS	225,000	225,000	Transfer Sta. Roads	Nov. '95	7	May '96	33,173	25,000	7,048	32,048	30,948	24,810	23,880	22,930
TS	40,000	40,000	Trailers	May '94	44	May '96	10,450	0	0	0				
TS	807,000	807,000	Recycling Expan.	Nov. '95	5	June '97	89,502	61,000	31,752	92,752	90,251	105,689	116,292	112,200
TS	31,000	31,000	Transfer Trailer Replacement	May '96	51	June '97	7,056	6,000	756	6,756	6,510	6,258	0	
TS	5,000	5,000	Recycling Expan. Contingency	Nov. '97	17	June '98	5,203	0	0	0				
TS	25,000	25,000	Transfer Trailer Replacement	Jun '97	53	June '98	5,978	5,000	775	5,775	5,585	5,393	5,198	0
L RTS	1,621,000	1,621,000					222,815	142,000	54,447	196,447	190,431	197,239	198,367	180,990
	11,479,576	11,479,576					1,438,419	1,107,398	244,567	1,381,965	1,300,709	1,263,461	919,001	704,108

1999 ANNUAL TOWN MEETING WARRANT

AUTHORIZED FEE SUPPORTED DEBT, NOT ISSUED (estimated)

DEP'T	AMOUNT AUTHORIZED	AMOUNT ISSUED	PURPOSE	DATE VOTED	ART. #	DATE ISSUED	FY 99 Total	FY 00 Principal	FY 00 Interest	FY 00 Total	FY 01 Total	FY 02 Total	FY 03 Principal	FY 04 Total
Sewer	6,700		Sewer Master Plan (WPAT)	Oct. '96	7		0	proposed for future recission						
Sewer	83,600		Rehab Design (Area 19-1) (WPAT)	Oct. '96	8		0	proposed for future recission						
Sewer	41,500		Sewer Rehab (Webster St.)	May '97	42		0	proposed for future recission						
Sewer	42,000		Storm Drain (Webster St.)	May '97	44		0	proposed for future recission						
Sewer	399,600		Sewer Rehab (Area 19-1) (WPAT)	May '97	46		0	proposed for future recission						
Sewer	6,500		Sewer Rehab Design	May '97	47		0	1,300	325	1,625	1,560	1,495	1,430	1,360
Sewer	2,250,000		West Street Pump Sta. Rehab (assumes issuance of only \$1,950,000 of amount authorized)	May '98	58		0	195,000	107,250	302,250	291,525	280,800	270,075	259,350
Sewer	1,250,000		West St. Force Main/Interceptor Const. (assumes issuance of only \$836,500 of amount authorized)	May '98	59		0	83,650	46,008	129,658	125,057	120,456	115,855	111,250
Sewer	140,000		Reservoir St. Pump Sta. Interceptor Const.	May '98	61		0	20,400	5,100	25,500	24,480	23,460	22,440	21,420
Sewer	102,000		Equipment Replacement	May '98	51		0	300,350	158,683	459,033	442,622	426,211	409,800	393,350
Water	2,665,000		Treatment Plant	May '96	47		0	67,187	171,247	238,434	238,434	238,434	238,434	238,434
Water	3,635,000		Treatment Plant	Nov. '97	18		0	91,642	233,577	325,219	325,219	325,219	325,219	325,219
Water	81,500		Equipment Replacement	May '98	51		0	16,300	4,075	20,375	19,560	18,745	17,930	17,115
Water	6,300,000						0	175,130	408,899	584,028	583,213	582,398	581,583	580,768
RTS	32,000		Recycling Exp. Contingency	Nov. '97	17		0	0	0	0	0	0	0	0
RTS	40,000		Transfer Trailers	May '98	62		0	8,000	2,000	10,000	9,600	9,200	8,800	8,400
RTS	90,000		Container Roll Off Truck	May '98	51		0	18,000	4,500	22,500	21,600	20,700	19,800	18,900
	162,000						0	26,000	6,500	32,500	31,200	29,900	28,600	27,300
	10,783,900						0	501,480	574,081	1,075,561	1,057,035	1,038,509	1,019,983	1,001,480
TOTAL FEE	22,263,476	11,479,576					1,438,419	1,608,878	818,638	2,427,516	2,357,744	2,291,970	1,938,985	1,705,515

DEBT AUTHORIZED OUTSIDE PROPOSITION 2 1/2 LEVY LIMIT

DEP'T	AMOUNT AUTHORIZED	AMOUNT ISSUED	PURPOSE	DATE VOTED	ART. #	DATE ISSUED	FY 99 Total	FY 00 Principal	FY 00 Interest	FY 00 Total	FY 01 Total	FY 02 Total	FY 03 Principal	FY 04 Total
Fire	1,252,000	1,252,000	Renovation #2	May '89	59	May '90	123,771	10,889	909	11,798	11,193	0		
Fire	98,000	98,000	Renovation #2	May '89	59	Oct '91	12,392	0	0	0				
Fire/Police	2,483,000	2,483,000	Renovation	May '88	51	May '90	245,777	699,350	110,392	809,742	814,878	817,344	474,265	79,000
Schools	6,444,000	6,444,000	Pollard	May '92	29	Feb '93	808,835	335,000	141,160	476,160	477,425	477,725	482,030	485,000
Schools	3,800,000	3,800,000	Newman	Nov. '96	10	June '97	477,160	450,000	17,100	467,100	0	0		
Schools	1,500,000	880,000	Newman	Nov. '96	10	June '98	464,514	640,000	25,668	665,668	36,348	0		
Landfill	5,900,000	1,285,000	Closure	May '97	54	June '98	660,373	2,135,239	295,228	2,430,467	1,339,843	1,295,069	956,295	564,000
	21,477,000	16,242,000					2,792,821	2,135,239	295,228	2,430,467	1,339,843	1,295,069	956,295	564,000
			H.S Reimbursement				514,249			514,249	514,249	514,249	514,249	514,249
			Pollard Reimbursement				508,520			508,520	508,520	508,520	508,520	508,520
							1,770,052			1,407,698	317,074	272,300	(66,474)	(458,000)

TRANSFERS FROM FINANCE COMMITTEE RESERVE FUND TO APPROPRIATION ACCOUNTS

July 1, 1997 - June 30, 1998

(Transfers have been summarized below by category. These amounts are included in the EXPENDED FY 1998 column of the Operating Budget section)

REQUESTS	AMOUNT
Fire	\$3,137
DPW - Snow & Ice	52,862
Municipal Building Maintenance Board	272,760
Legal Department	10,000
Personnel Administration	4,000
Police	171,700
Board of Health	13,528
Board of Appeals	1,500
DPW - Pay Per Throw Program	32,000
Finance Department	2,500
Minuteman Assessment	39,693
Total	\$603,680

1999 ANNUAL TOWN MEETING WARRANT

**GENERAL GOVERNMENT SALARY AND STAFFING SCHEDULE
Of Funded Full-Time Equivalent Positions
(Excludes Summer/Seasonal Positions)**

<u>TITLE</u>	<u>GRADE</u>	<u>FUNDED FY 97</u>	<u>FUNDED FY 98</u>	<u>FUNDED FY99</u>	<u>ANNUALIZED SALARY RANGE</u>
<u>GENERAL GOVERNMENT</u>					
<u>Board of Selectmen</u>					
Town Administrator	NA	1.00	1.00	1.00	\$86,580
Sr. Administrative Coordinator	SS-5	1.00	1.00	0.00	\$29,731-37,905
Assistant to Town Administrator	NR-3	0.00	0.00	1.00	\$30,595-40,795
Department Assistant 1	TS-1	1.13	1.13	1.13	\$19,255-25,360
Department Assistant 2	SS-2	0.34	0.34	0.48	\$22,600-28,784
Asst. Town Admin/Personnel Dir.	M-3	1.00	1.00	1.00	\$54,189-64,672
Administrative Assistant	SS-3	1.00	1.00	1.00	\$24,542-32,209
Administrative Specialist	SS-4	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	\$28,292-36,062
Subtotal:		<u>6.47</u>	<u>6.47</u>	<u>6.61</u>	
<u>Town Clerk</u>					
Town Clerk	Elected	1.00	1.00	1.00	\$59,860
Assistant Town Clerk	NR-3	0.00	0.00	1.00	\$30,595-40,795
Assistant Town Clerk	TS-4	1.00	1.00	0.00	\$28,292-36,062
Department Assistant 2	TS-2	2.00	2.00	2.00	\$22,600-28,784
Department Assistant 1	SS-1	<u>0.24</u>	<u>0.24</u>	<u>0.24</u>	\$19,255-25,360
Subtotal:		<u>4.24</u>	<u>4.24</u>	<u>4.24</u>	
<u>Legal</u>					
Town Counsel	Sch C				\$51,879
<u>Personnel Board</u>					
Recording Secretary	Sch C				\$13.40/hour
<u>FINANCE</u>					
<u>Assessors</u>					
Administrative Assessor	M-2	1.00	1.00	1.00	\$50,135-59,860
Asst. Administrative Assessor	PT-4	1.00	1.00	1.00	\$34,232-44,726
Administrative Coordinator	TS-4	1.00	1.00	1.00	\$28,292-36,062
Department Specialist	TS-3	2.00	2.00	2.00	\$24,542-32,209
Department Assistant 2	TS-2	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	\$22,600-28,784
Subtotal:		<u>6.00</u>	<u>6.00</u>	<u>6.00</u>	
<u>Finance Department</u>					
Finance Director	M-4	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	\$62,377-74,415
Parking Clerk	Sch C				\$4,000
Subtotal		<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	
<u>Accounting</u>					
Town Comptroller	M-2	1.00	1.00	1.00	\$50,135-59,860
Administrative Specialist	TS-4	2.00	2.00	2.00	\$28,292-36,062
Department Specialist	TS-3	<u>0.80</u>	<u>0.80</u>	<u>0.80</u>	\$24,542-32,209
Subtotal		<u>3.80</u>	<u>3.80</u>	<u>3.80</u>	
<u>Data Processing</u>					
Director	M-3	1.00	1.00	1.00	\$54,189-64,672
Senior Systems Analyst	PT-6	1.00	1.00	1.00	\$39,925-52,163

1999 ANNUAL TOWN MEETING WARRANT

<u>TITLE</u>	<u>GRADE</u>	<u>FUNDED FY97</u>	<u>FUNDED FY98</u>	<u>FUNDED FY99</u>	<u>ANNUALIZED SALARY RANGE</u>
Systems Analyst	PT-3	1.00	1.00	1.00	\$30,595-40,795
Programmer/Computer Operator	PT-3	1.00	1.00	1.00	\$30,595-40,795
Computer Operator	PT-1	1.00	1.00	1.00	\$25,503-33,723
Department Specialist	TS-3	<u>1.16</u>	<u>1.16</u>	<u>1.16</u>	\$24,542-32,209
PC Specialist	Sch C				\$27.74/hour
Subtotal		6.16	6.16	6.16	
<u>Treasurer</u>					
Treasurer/Collector	M-2	1.00	1.00	1.00	\$50,135-59,860
Assistant Treasurer/Collector	NR-5	0.00	1.00	1.00	\$38,308-49,276
Administrative Coordinator	TS-4	1.00	0.00	0.00	\$28,292-36,062
Department Specialist	TS-3	2.00	2.00	2.00	\$24,542-32,209
Department Specialist	SS-3	0.30	0.30	0.30	\$24,542-32,209
Department Assistant 2	TS-2	1.00	1.00	1.00	\$22,600-28,784
Department Assistant 1	SS-1	<u>0.47</u>	<u>0.47</u>	<u>0.47</u>	\$19,255-25,360
Sub Total:		5.77	5.77	5.77	
<u>Finance Committee</u>					
Finance Comm. Exec. Secretary	Sch C				\$24,255
<u>Retirement</u>					
Senior Administrative Coordinator	TS-5	1.00	1.00	1.00	\$29,731-37,905
Department Specialist	TS-3	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	\$24,542-32,209
Subtotal:		2.00	2.00	2.00	
<u>PUBLIC SAFETY</u>					
<u>Police Department</u>					
Chief	Contract	1.00	1.00	1.00	\$83,963
Lieutenant	P-3	3.00	3.00	3.00	\$45,538-60,366
Sergeant	P-2	8.00	8.00	8.00	\$40,257-46,779
Police Officer	P-1	35.00	35.00	35.00	\$31,717-38,239
COPS FAST Officer	P-1	1.00	1.00	1.00	\$31,717-38,239
Animal Control Officer	PB-1	1.00	1.00	1.00	\$28,611-37,965
Administrative Specialist	TS-4	1.00	1.00	1.00	\$28,292-36,062
Maintenance Worker/Custodian	NR-1	1.00	1.00	1.00	\$25,503-33,723
Department Assistant 2	TS-2	2.00	2.00	2.00	\$22,600-28,784
Public Safety Dispatcher	NR-1	4.00	5.00	5.00	\$25,503-33,723
Parking Enforcement Attendant	SS-2	<u>0.93</u>	<u>0.93</u>	<u>1.00</u>	\$22,600-28,784
Traffic Supervisor	Sch C				
Subtotal:		57.93	58.93	59.00	
<u>Fire Department</u>					
Fire Chief	M-5	1.00	1.00	1.00	\$70,354-83,963
Deputy Fire Chief Operations	F-4	1.00	1.00	1.00	\$61,947
Deputy Fire Chief	F-4	4.00	4.00	4.00	\$45,967-54,681
Fire Captain	F-3	2.00	2.00	2.00	\$42,852-47,797
Fire Lieutenant	F-2	6.00	6.00	6.00	\$36,967-43,974
Firefighter	F-1	53.00	53.00	53.00	\$32,144-38,239
Asst., Super., Fire Alarm	FA-2	1.00	1.00	1.00	\$37,684-45,328
Management Analyst	PT-5	1.00	1.00	1.00	\$38,308-49,276
Administrative Assistant	TS-3	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	\$24,542-32,209

1999 ANNUAL TOWN MEETING WARRANT

<u>TITLE</u>	<u>GRADE</u>	<u>FUNDED FY 97</u>	<u>FUNDED FY 98</u>	<u>FUNDED FY 99</u>	<u>ANNUALIZED SALARY RANGE</u>
Dir. Emergency Mgmt.	Sch C				\$ 2,000
Asst. Dir. Emergency Mgmt.	Sch C				\$1,500
Subtotal:		70.00	70.00	70.00	
Building					
Inspector of Buildings	M-2	1.00	1.00	1.00	\$50,135-59,860
Plumbing & Gas Inspector	NR-4	0.53	0.53	0.53	\$34,232-44,726
Wiring Inspector	NR-4	0.53	0.53	0.53	\$34,232-44,726
Local Building Inspector	NR-5	0.75	1.00	1.00	\$38,308-49,276
Sealer of Weights and Measures	NR-4	0.25	0.25	0.25	\$34,232-44,726
Administrative Specialist	TS-4	1.00	1.00	1.00	\$28,292-36,062
Department Assistant 2	TS-2	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	\$22,600-28,784
Building Inspector Substitute	Sch C				\$15.42/hour
Plumbing & Gas Inspector Sub.	Sch C				\$41.00 (per diem)
					\$12.00 (per inspection)
Wire Inspector Substitute	Sch C				\$41.00 (per diem)
					\$12.00 (per inspection)
Subtotal:		5.06	5.31	5.31	
<u>PUBLIC FACILITIES</u>					
<u>Department of Public Works</u>					
Director	M-5	1.00	1.00	1.00	\$70,354-83,963
Town Engineer	M-3	1.00	1.00	1.00	\$54,189-64,672
Division Super. Highway	M-2	1.00	1.00	1.00	\$50,135-59,860
Division Super. Parks	M-2	1.00	1.00	1.00	\$50,135-59,860
Division Super. Water & Sewer	M-3	1.00	1.00	1.00	\$54,189-64,672
Garage & Equipment Supervisor	M-1	1.00	1.00	1.00	\$43,105-51,455
Program Manager/Landfill	M-3	1.00	1.00	1.00	\$54,189-64,672
Assistant Town Engineer	NR-6	1.00	1.00	1.00	\$39,925-52,163
Dir. of Administrative Services	NR-5	0.00	1.00	1.00	\$38,308-49,276
Assistant Superintendent	NR-5	4.00	4.00	5.00	\$38,308-49,276
Water Treatment Facility Mgr.	NR-5	0.00	0.00	1.00	\$38,308-49,276
Civil Engineer	NR-4	0.00	0.00	1.00	\$34,232-44,726
Senior Draftsman	NR-2	2.00	2.00	2.00	\$29,362-38,361
Survey Party Chief	NR-3	2.00	2.00	2.00	\$30,594-40,795
Senior Administrative Coordinator	TS-5	1.00	1.00	1.00	\$29,731-37,905
Department Specialist	TS-3	2.00	2.00	2.00	\$24,542-32,209
Department Assistant 2	TS-2	1.00	1.00	1.00	\$22,600-28,784
Master Mechanic	W-9	1.00	1.00	1.00	\$15.05-17.46/hour
Working Foreman	W-8	9.00	9.00	8.00	\$14.61-16.95/hour
Equipment Mechanic 1	W-6	1.00	1.00	1.00	\$13.60-15.72/hour
Equipment Mechanic 2	W-7	2.00	2.00	2.00	\$14.17-16.33/hour
Public Works Inspector	W-7	1.00	1.00	2.00	\$14.17-16.33/hour
HME0 1	W-5	9.00	12.00	9.00	\$13.08-15.18/hour
HME0 2	W-6	1.00	1.00	2.00	\$13.60-15.72/hour
Craftsworker 1	W-5	12.00	12.50	11.50	\$13.08-15.18/hour
Craftsworker 2	W-6	6.00	5.00	6.00	\$13.60-15.72/hour
Tree Climber	W-6	2.00	2.00	2.00	\$13.60-15.72/hour
Chief Pumping Station Operator	W-7	3.00	3.00	1.00	\$14.17-16.33/hour
Pumping Station Operator	W-6	1.00	1.00	3.00	\$13.60-15.72/hour
Public Works Specialist	W-6	1.00	1.00	1.00	\$13.60-15.72/hour

1999 ANNUAL TOWN MEETING WARRANT

<u>TITLE</u>	<u>GRADE</u>	<u>FUNDED FY 97</u>	<u>FUNDED FY 98</u>	<u>FUNDED FY 99</u>	<u>ANNUALIZED SALARY RANGE</u>
Weighmaster	W-4	1.00	0.50	1.00	\$12.60-14.61/hour
Laborer 1	W-1	7.00	5.00	6.00	\$11.3-13.08/hour
Laborer 2	W-3	3.00	4.00	2.00	\$12.15-14.17/hour
Laborer 3	W-4	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	\$12.60-14.61/hour
Subtotal:		82.00	84.00	84.5	
<u>Municipal Building Maintenance Board</u>					
Director	M-4	1.00	1.00	1.00	\$62,377-74,415
Supervisor of Custodial Services	NR-5	0.00	1.00	1.00	\$38,308-49,276
Senior Program Manager	M-3	0.00	0.00	1.00	\$54,189-64,672
Administrative Specialist	TS-4	1.00	1.00	1.00	\$28,292-36,062
Department Specialist	TS-3	0.00	0.53	0.53	\$24,542-32,209
Senior Building Custodian	T-10	2.22	2.22	2.00	\$25,503-33,652
Building Custodian	T-7	1.00	1.00	1.00	\$20,382-26,860
Jr. Building Custodian	T-5	0.73	0.73	0.30	\$18,188-23,951
Working Foreman	W-8	1.00	0.00	0.00	\$14.61-16.95/hour
Senior Custodian	AC-2	11.00	11.00	11.00	\$26,468-\$31,024
Junior Custodian	AC-1	23.75	24.25	23.75	\$24,853-28,612
Warehouse Person	AC-5	0.00	1.00	1.00	\$32,137-39,552
General Maintenance	AC-3	3.00	3.00	3.00	26,468-31,176
HVAC Technician	AC-6	1.00	1.00	1.00	\$36,892-47,440
Carpenter	AC-6	1.00	1.00	1.00	\$36,892-47,440
Craftsman	AC-5	1.00	1.00	1.00	\$32,137-39,552
Plumber	AC-6	1.00	1.00	1.00	\$36,892-47,440
Electrician	AC-6	1.00	1.00	1.00	\$36,892-47,440
Building Monitor	<i>Sch C</i>				
Subtotal:		49.70	51.73	51.58	
<u>Permanent Public Building Comm.</u>					
Bldg. Construction/Renov. Mgr.	M-3	<u>0.00</u>	<u>1.00</u>	<u>1.00</u>	\$54,189-64,672
Committee Secretary	SS-3				\$24,542-32,209
Subtotal:		0.00	1.00	1.00	
<u>HUMAN SERVICES</u>					
<u>Board of Health</u>					
Director	M-3	1.00	1.00	1.00	\$54,189-64,672
Environmental Health Agent	PT-5	1.00	1.00	1.00	\$38,308-49,276
Nutritionist	PT-3	0.60	0.60	0.60	\$30,594-40,795
Public Health Nurse	PT-5	1.17	1.17	1.17	\$38,308-49,276
Administrative Specialist	TS-4	1.00	1.00	1.00	\$28,292-36,062
Department Assistant 1	SS-1	<u>0.00</u>	<u>0.00</u>	<u>0.28</u>	\$19,255-25,360
Animal Inspector	Sch C				\$1,500
Seasonal Packer/Driver	Sch C				\$9.47/hour
Recording Secretary	Sch C				\$13.40/hour
Subtotal:		4.77	4.77	5.05	
<u>Veterans Services</u>					
Director	M-1	0.53	0.53	0.53	\$43,105-51,455
Department Specialist	TS-3	<u>0.53</u>	<u>0.53</u>	<u>0.53</u>	\$24,542-32,209
Subtotal:		1.06	1.06	1.06	

1999 ANNUAL TOWN MEETING WARRANT

<u>TITLE</u>	<u>GRADE</u>	<u>FUNDED FY 97</u>	<u>FUNDED FY 98</u>	<u>FUNDED FY 99</u>	<u>ANNUALIZED SALARY RANGE</u>
<u>Youth Commission</u>					
Director	M-2	1.00	1.00	1.00	\$50,135-59,860
Social Worker	PT-3	1.80	1.80	1.80	\$30,594-40,795
Administrative Assistant	SS-3	<u>0.40</u>	<u>0.40</u>	<u>0.40</u>	\$24,542-32,209
Subtotal:		3.20	3.20	3.20	
<u>Council on Aging</u>					
Executive Director	M-2	1.00	1.00	1.00	\$50,135-59,860
Associate Director	PT-4	1.00	1.00	1.00	\$34,232-44,726
Outreach Worker	PT-2	1.00	1.00	0.25	\$29,362-38,361
Social Worker	PT-3	0.00	0.00	1.00	\$30,594-40,795
Department Assistant 2	TS-2	<u>1.20</u>	<u>1.20</u>	<u>1.20</u>	\$22,600-28,784
Program Coordinator	NR-2				\$29,362-38,361
Program Coordinator PT	Sch C				\$13.90
Assistant	Sch C				\$10.80/hour
Assistant Program Coordinator	Sch C				\$12.20/hour
Recording Secretary	Sch C				\$13.40/hour
Subtotal:		4.20	4.20	4.45	
<u>DEVELOPMENT</u>					
<u>Planning Board</u>					
Director	M-2	1.00	1.00	1.00	\$50,135-59,860
Administrative Assistant	TS-3	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	\$24,542-32,209
Recording Secretary	Sch C				
Student Intern	Sch C				
Subtotal:		2.00	2.00	2.00	
<u>Conservation Commission</u>					
Conservation Officer	Sch C	<u>0.50</u>	<u>0.50</u>	<u>0.50</u>	\$15.42/hour
Subtotal:		0.50	0.50	0.50	
<u>Board of Appeals</u>					
Committee Secretary	SS-3				\$12.58/hour
<u>CULTURE AND LEISURE SERVICES</u>					
<u>Library</u>					
Director	M-3	1.00	1.00	1.00	\$54,189-64,672
Assistant Director	NR-6	1.00	1.00	1.00	\$39,925-52,163
Reference Supervisor	NR-4	1.00	1.00	1.00	\$34,232-44,276
Children's Supervisor	NR-4	1.00	1.00	1.00	\$34,232-44,276
Tech. Services Supervisor	NR-4	1.00	1.00	1.00	\$34,232-44,276
Reference Librarian/AV Specialist	NR-3	1.00	1.00	1.00	\$30,594-40,795
Circulation Supervisor	SS-5	1.00	1.00	1.00	\$29,731-37,905
Assistant Children's Librarian	SS-4	1.00	1.00	1.00	\$28,292-36,062
Assistant Cataloger	SS-3	1.00	1.00	1.00	\$24,542-32,209
Department Specialist	TS-3	1.00	1.00	1.00	\$24,542-32,209
Library Assistant	SS-2	2.00	2.00	2.00	\$22,600-28,784
Reference Librarian PT	NR-2	<u>1.37</u>	<u>1.53</u>	<u>2.01</u>	\$29,362-38,361
Library Assistant P/T	Sch. C				\$10.40/hour
Library Page	Sch C				\$5.83-6.19/hour
Subtotal:		13.37	13.53	14.01	

1999 ANNUAL TOWN MEETING WARRANT

<u>TITLE</u>	<u>GRADE</u>	<u>FUNDED FY 97</u>	<u>FUNDED FY 98</u>	<u>FUNDED FY 99</u>	<u>ANNUALIZED SALARY RANGE</u>
<u>Park & Recreation</u>					
Director	M-2	1.00	1.00	1.00	\$50,135-59,860
Assistant Director	NR-4	1.00	1.00	1.00	\$34,232-44,276
Administrative Specialist	TS-4	1.00	1.00	1.00	\$28,292-36,062
Department Assistant 2	TS-2	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	\$22,600-28,784
<i>Subtotal:</i>		4.00	4.00	4.00	
GRAND TOTAL:		333.23	339.67	341.24	

NEEDHAM PUBLIC SCHOOLS SALARY AND STAFFING SCHEDULE

<u>CLASSIFICATION</u>	<u>EMPLOYEES</u>	<u>NUMBER OF EQUIVALENCY</u>	<u>SALARY MINIMUM</u>	<u>SALARY MAXIMUM</u>
Superintendent	1	1		\$102,584 yr.
Asst. Supt, Personnel & Curric.	1	1		\$89,077 yr.
Asst. Supt, Student Dev/Comm	1	1		\$79,965 yr.
Director of Financial Operations	1	1		\$66,500 yr.
High School Principal	1	1		\$88,812 yr.
Middle School Principal	1	1		\$77,625 yr.
Elementary Principal	5	5	\$71,079 yr	\$75,789 yr.
High School Asst. Principal	1	1	\$59,798 yr	\$77,937 yr.
M.S. House Administrator	3	3	\$55,596 yr.	\$73,735 yr.
Elementary Asst. Principal	1	1	\$46,298 yr.	\$66,141 yr.
Director	6	5.3	\$50,724 yr.	\$72,606 yr.
Dir. of Special Education	2	2	\$51,900 yr.	\$73,026 yr.
Department Chairs	5	3.2	\$49,113 yr.	\$70,392 yr.
Teacher	339	322.15	\$29,780 yr.	\$62,196 yr.
Nurse	8	7	\$26,732 yr.	\$35,560 yr.
Instruct/SPED Aides	99	87.6	\$11.83 hr.	\$22.50 hr.
Permanent Substitute	2	2		\$74.27/dy
Media Technician	1	1		\$41,341 yr.
School Aide	21	10.2	\$7.38 hr.	\$9.52 hr.
Mail Carrier	1	.5		\$9.64 hr.
Secretary	43	40.3	\$11.99 hr.	\$19.47 hr.
Notetaker	0	0		\$16.67 hr.
Grants Coordinator	1	0.5		\$15,412 yr.
Administrative Assistant	2	2	\$17.80 hr.	\$26.12 hr.
Bus Driver	1	1		\$12.59 hr.

Notes

Notes

**Needham Board of Selectmen
1471 Highland Avenue
Needham, MA 02492**

**BULK RATE
US Postal Permit
Boston, MA
Permit No. 58224**

NEEDHAM RESIDENT

SPECIAL TOWN MEETING

WARRANT



TOWN OF NEEDHAM

MONDAY, MAY 10, 1999

7:30 P. M.

NEWMAN SCHOOL

CENTRAL AVENUE

NEEDHAM

COMMONWEALTH OF MASSACHUSETTS

Norfolk, ss.

To either of the Constables in the Town of Needham in said County, Greetings:

In the name of the Commonwealth of Massachusetts, you are hereby required to notify and warn the inhabitants of the Town of Needham qualified to vote in elections and in Town affairs to meet at the Newman Elementary School in said Town on

MONDAY, THE TENTH OF MAY, 1999

at seven-thirty in the afternoon, then and there to act upon the following articles, viz:

ARTICLE 1: AMEND THE FISCAL YEAR 1999 WATER ENTERPRISE FUND BUDGET

To see if the Town will vote to amend and supersede certain parts of the 1999 Water Enterprise Fund Budget adopted under Article 25 of the 1998 Annual Town Meeting and amended at the November 1998 Special Town Meeting under Article 8, by deleting the amounts of money appropriated under some line items and appropriating or transferring from available funds new amounts as follows:

Line Item	Appropriation	Changing From	Changing To
901	Salaries	\$ 614,955	\$670,455

with an additional \$55,500 to be raised from Water Enterprise Fund Retained Earnings.

Or take any other action relative thereto.

INSERTED BY: Board of Selectmen/Finance Committee
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article 1 Explanation: The increase in this budget is for two purposes related to the new water treatment facility: 1) The Town is anticipating that the Massachusetts DEP will require the water treatment facility to be staffed 24 hours a day, 7 days a week for the first 6 months of operations. \$37,000 of the increase in the salary budget is for this purpose. 2) With the water treatment facility coming on line, the DPW has determined the need to flush all water transmission lines throughout the Town to reduce the amount of sediment in the system. \$18,500 of the increase in the salary budget is for this purpose.

ARTICLE 2: AMEND THE FISCAL YEAR 1999 WASTEWATER ENTERPRISE FUND BUDGET

To see if the Town will vote to amend and supersede certain parts of the 1999 Wastewater Enterprise

Fund Budget adopted under Article 26 of the 1998 Annual Town Meeting and amended at the November 1998 Special Town Meeting under Article 9, by deleting the amounts of money appropriated under some line items and appropriating or transferring new amounts as follows:

<u>Line Item</u>	<u>Appropriation</u>	<u>Changing From</u>	<u>Changing To</u>
909	Purchase of Service	\$108,888	\$101,388
913	Emergency Repairs	20,000	27,500

Or take any other action relative thereto.

INSERTED BY: Board of Selectmen/Finance Committee
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article 2 Explanation: The increase in Emergency Repairs is for unanticipated repairs at the West Street, Richardson Drive, Milo Circle and Great Plain Avenue sewer pumping stations. The reduction in the Purchase of Service line is due to savings in electricity costs.

ARTICLE 3: APPROPRIATE FOR GEOGRAPHIC INFORMATION SYSTEM

To see if the Town will vote to raise and appropriate the sum of \$137,000 for a Geographic Information System (GIS), to be spent under the direction of the Board of Selectmen, with \$68,500 raised from the tax levy, \$34,250 from the Water Enterprise Fund Retained Earnings and \$34,250 from the Wastewater Enterprise Fund Retained Earnings; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article 3 Explanation: This Article also appears in the Annual Town Meeting Warrant but was not recommended by the Finance Committee due to insufficient funds in FY2000. There does appear, however, to be a sufficient balance in the FY99 Reserve Fund to fund this equipment.

ARTICLE 4: APPROPRIATE FOR COMPREHENSIVE FACILITY STUDY

To see if the Town will vote to raise and appropriate the sum of \$50,000 to continue the comprehensive facility study of Town real estate and buildings, to be spent under the direction of the Board of Selectmen and raised from the tax levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be made at Town Meeting

Article 4 Explanation: The Board of Selectmen have placed this Article in the Special Town Meeting Warrant in order to continue the analysis required as part of the Comprehensive Facility Study.

ARTICLE 5: AMEND THE FISCAL YEAR 1999 BUDGET

To see if the Town will vote to amend and supersede certain parts of the 1999 Operating Budget adopted under Article 24 of the 1998 Annual Town Meeting and amended at the November 1998 Special Town Meeting under Article 7, by deleting the amounts of money appropriated under some of the line items and appropriating new amounts;

<u>Line</u> <u>Item</u>	<u>Appropriation</u>	<u>Changing From</u>	<u>Changing To</u>
206	Finance, Purchase of Service	\$ 301,000	338,000
211	Finance Committee, Reserve Fund	707,712	602,212
401	Police, Salaries	3,240,355	3,268,883
404	Police, Capital Outlay	161,200	132,672
501	DPW, Salaries	2,047,071	2,022,571
502	DPW, Purchase of Service	471,076	491,076
503	DPW, Expenses	281,555	286,055
506	MBMB, Salaries	1,848,092	1,878,092
507	MBMB, Purchase of Service	1,379,796	1,317,796
508	MBMB, Expenses	286,474	314,474
509	MBMB, Capital Outlay	67,505	71,505

Or take any other action relative thereto.

INSERTED BY Finance Committee

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

And you are hereby directed to serve this Warrant by posting copies thereof in not less than twenty public places in said Town at least fourteen (14) days before said meeting.

Hereof fail not and make due return of this Warrant with your doings thereon unto our Town Clerk on or after said day and hour.

Given under our hānds at Needham aforesaid this Twentieth day of April 1999

William M. Powers, Chairman
Paul Theodore Owens, Vice Chairman
Daniel P. Matthews
John H. Cogswell
Gerald A. Wasserman

Board of Selectmen

A TRUE COPY

Attest:

Constable:

**Town Clerk's Office
Needham, MA 02492**

**First Class Mail
U.S. Postage Paid
Needham, MA
Permit No. 58224**

ATTN: SPECIAL TOWN MEETING WARRANT

TOWN OF NEEDHAM



FISCAL YEAR 1999

TOWN CLERK'S RECORDS

OF THE

STATE PRIMARY

Tuesday, September 15, 1998

STATE ELECTION

Tuesday, November 3, 1998

SPECIAL TOWN MEETING

Monday, November 16, 1998

ANNUAL TOWN ELECTION

Monday, April 12, 1999

ANNUAL TOWN MEETING

Monday, May 3, 1999

SPECIAL TOWN MEETING

Monday, May 10, 1999

RECORD OF THE STATE PRIMARY

The ballot box returns in the Precincts were as follows:

Tuesday, September 15, 1998

Pursuant to a Warrant issued by the Selectmen July 21, 1998 the Inhabitants of the Town of Needham qualified to vote in elections met at the polling places designated for the several precincts in said Needham on Tuesday, the fifteenth day of September in the year 1998 at seven o'clock in the forenoon for the purpose of nominating State and County officers. The polls remained open until 8:00 o'clock in the afternoon.

The meeting was called to order and the Warrant and the Officer's Return were read by the Wardens of the Precincts.

The ballot boxes were inspected and found to be empty and with the zero report printed. The boxes were then locked and the keys delivered to the Police Officers in attendance.

The ballot clerks were sworn to the faithful performance of their duties by their respective Wardens.

The polling places had been designated as follows:

Precinct A - Hillside School - Gymnasium
 Precinct B - Hillside School - Gymnasium
 Precinct C - Newman School - Gymnasium
 Precinct D - High Rock School - Gymnasium
 Precinct E - Pollard Middle School - Room 226
 Precinct F - Stephen Palmer Community Room
 Precinct G - Broadmeadow School - Gymnasium
 Precinct H - Broadmeadow School - Gymnasium
 Precinct I - William Mitchell School - Gymnasium
 Precinct J - William Mitchell School - Gymnasium

The polls were opened at seven o'clock in the forenoon and were kept open until eight o'clock in the afternoon.

Cards of instruction and specimen ballots were posted as required by Section 48, Chapter 54 of the General Laws.

<u>PRECINCTS</u>	<u>A</u>	<u>B</u>	<u>C</u>	<u>D</u>	<u>E</u>
7:00 A.M.	0	0	0	0	0
8:00 A.M.	42	51	36	50	40
9:00 A.M.	69	84	83	72	91
10:00 A.M.	97	127	153	98	124
11:00 A.M.	129	150	197	120	177
12:00 NOON	154	190	236	145	195
1:00 P.M.	176	210	271	172	238
2:00 P.M.	192	239	317	198	250
3:00 P.M.	210	258	342	212	272
4:00 P.M.	260	314	400	247	340
5:00 P.M.	296	348	445	287	381
6:00 P.M.	347	417	488	341	450
7:00 P.M.	393	450	571	403	513
8:00 P.M.	446	514	610	445	581

<u>PRECINCTS</u>	<u>F</u>	<u>G</u>	<u>H</u>	<u>I</u>	<u>J</u>
7:00 A.M.	0	0	0	0	0
8:00 A.M.	72	47	71	48	52
9:00 A.M.	127	62	130	87	103
10:00 A.M.	165	85	173	123	132
11:00 A.M.	202	110	220	164	168
12:00 NOON	249	134	263	187	198
1:00 P.M.	277	150	293	205	217
2:00 P.M.	307	184	328	232	245
3:00 P.M.	334	222	369	257	265
4:00 P.M.	370	253	397	291	296
5:00 P.M.	417	291	464	337	339
6:00 P.M.	471	341	520	409	423
7:00 P.M.	579	424	607	483	489
8:00 P.M.	645	496	661	558	548

The Town Clerk upon receipt of the returns from the several precincts forthwith canvassed the same and announced the official results at 9:37 P.M., September 15, 1998.

The total number of votes cast was as follows:

	<u>Republican</u>	<u>Democrat</u>	<u>Reform</u>	<u>Total</u>
Precinct A	122	322	2	446
Precinct B	145	369	0	514
Precinct C	219	391	0	610
Precinct D	143	302	0	445
Precinct E	197	384	0	581
Precinct F	189	457	0	646
Precinct G	156	340	0	496
Precinct H	220	441	0	661
Precinct I	178	380	0	558
Precinct J	194	354	0	548

(The absentee ballots are included in the Total Vote)

TOTAL VOTE CAST - 5,505

(29.67% of Registered Voters)

The result of the balloting was as follows:

	<u>A</u>	<u>B</u>	<u>C</u>	<u>D</u>	<u>E</u>	<u>F</u>	<u>G</u>	<u>H</u>	<u>I</u>	<u>I</u>	<u>TOTAL</u>
<u>REPUBLICAN PARTY</u>											
Total # of Votes Cast	122	145	219	143	197	189	156	220	178	194	1763
<u>GOVERNOR</u>											
Argeo Paul Cellucci	79	83	149	96	106	109	85	120	91	113	1031
Joseph D. Malone	43	61	68	45	88	75	70	97	82	77	706
Scattered Write-Ins	-	-	-	1	1	1	-	1	-	2	6
Blanks	-	1	2	1	2	4	1	2	5	2	20
<u>LIEUTENANT GOVERNOR</u>											
Janet E. Jeghelian	51	77	96	59	94	85	77	109	97	93	838
Jane Maria Swift	60	54	104	69	72	80	60	89	64	84	736
Scattered Write-Ins	-	1	-	1	-	2	-	-	-	-	4
Blanks	11	13	19	14	31	22	19	22	17	17	185
<u>ATTORNEY GENERAL</u>											
Brad Bailey	75	99	165	96	125	131	105	138	122	125	1181
Scattered Write-Ins	2	-	-	1	2	-	-	3	-	1	9
Blanks	45	46	54	46	70	58	51	79	56	68	573
<u>SECRETARY OF STATE</u>											
Dale C. Jenkins, Jr.	74	93	159	91	124	121	99	125	117	122	1125
Scattered Write-Ins	-	-	-	1	-	-	-	2	-	-	3
Blanks	48	52	60	51	73	68	57	93	61	72	635
<u>TREASURER</u>											
Robert A. Maginn	74	97	160	94	123	120	102	124	118	125	1137
Scattered Write-Ins	-	-	-	1	-	-	-	1	-	-	2
Blanks	48	48	59	48	74	69	54	95	60	69	624
<u>AUDITOR</u>											
Michael T. Duffy	78	97	154	84	119	114	95	130	109	124	1104
Scattered Write-Ins	1	-	-	1	-	-	1	1	-	3	7
Blanks	43	48	65	58	78	75	60	89	69	67	652
<u>REPRESENTATIVE IN CONGRESS (Ninth District)</u>											
No Nomination	-	-	-	-	-	-	-	-	-	-	-
Scattered Write-Ins	8	5	21	6	11	12	8	18	7	11	107
Blanks	114	140	198	137	186	177	148	202	171	183	1656

	<u>A</u>	<u>B</u>	<u>C</u>	<u>D</u>	<u>E</u>	<u>F</u>	<u>G</u>	<u>H</u>	<u>I</u>	<u>I</u>	<u>TOTAL</u>
<u>REPUBLICAN PARTY</u>											
Total # of Votes Cast	122	145	219	143	197	189	156	220	178	194	1763
<u>COUNCILLOR (Second District)</u>											
No Nomination	-	-	-	-	-	-	-	-	-	-	-
Scattered Write-Ins	6	5	15	5	8	7	6	12	4	6	74
Blanks	116	140	204	138	189	182	150	208	174	188	1689
<u>SENATOR IN GENERAL COURT (Norfolk, Bristol & Middlesex District)</u>											
Robert J. Reardon	65	84	143	89	110	114	90	110	108	116	1029
Scattered Write-Ins	-	-	-	1	-	-	-	1	-	1	3
Blanks	57	61	76	53	87	75	66	109	70	77	731
<u>REPRESENTATIVE IN GENERAL COURT (Thirteenth Norfolk District)</u>											
No Nomination	-	-	-	-	-	-	-	-	-	-	-
Scattered Write-Ins	8	7	12	6	6	10	6	8	8	9	80
Blanks	114	138	207	137	191	179	150	212	170	185	1683
<u>DISTRICT ATTORNEY (Norfolk District)</u>											
Jeffrey A. Locke	87	112	177	106	155	139	119	165	141	146	1347
Scattered Write-Ins	-	-	-	1	-	1	-	-	-	1	3
Blanks	35	33	42	36	42	49	37	55	37	47	413
<u>SHERIFF (Norfolk County)</u>											
Jack Flood	81	103	172	104	137	135	108	143	124	134	1241
Scattered Write-Ins	-	-	1	2	-	-	1	-	-	1	5
Blanks	41	42	46	37	60	54	47	77	54	59	517
<u>COUNTY COMMISSIONER (Norfolk County)</u>											
Robert D. Hall, Jr.	80	93	156	95	138	123	110	147	125	130	1197
Scattered Write-Ins	-	-	1	2	-	-	-	-	-	3	6
Blanks	42	52	62	46	59	66	46	73	53	61	560

	<u>A</u>	<u>B</u>	<u>C</u>	<u>D</u>	<u>E</u>	<u>F</u>	<u>G</u>	<u>H</u>	<u>I</u>	<u>I</u>	<u>TOTAL</u>
<u>DEMOCRATIC PARTY</u>											
Total # of Votes Cast	322	369	391	302	384	457	340	441	380	354	3740
<u>GOVERNOR</u>											
Brian J. Donnelly	41	28	35	31	54	55	39	65	46	39	433
Scott Harshbarger	182	210	250	180	204	253	178	237	226	201	2121
Patricia McGovern	91	121	98	88	119	144	120	131	100	103	1115
Scattered Write-Ins	2	2	-	-	-	-	-	-	2	-	6
Blanks	6	8	8	3	7	5	3	8	6	11	65
<u>LIEUTENANT GOVERNOR</u>											
Dorothy A. Kelly Gay	98	106	105	94	89	128	87	112	104	99	1022
Warren E. Tolman	170	181	216	146	211	227	169	244	190	177	1931
Scattered Write-Ins	-	1	1	-	-	-	-	2	3	1	8
Blanks	54	81	69	62	84	102	84	83	83	77	779
<u>ATTORNEY GENERAL</u>											
Lois G. Pines	166	177	188	151	164	202	144	191	144	163	1690
Thomas F. Reilly	144	181	195	142	212	246	186	236	228	180	1950
Scattered Write-Ins	-	-	-	1	-	-	-	-	-	-	1
Blanks	12	11	8	8	8	9	10	14	8	11	99
<u>SECRETARY OF STATE</u>											
William Francis Galvin	225	240	263	201	246	305	214	298	245	227	2464
Scattered Write-Ins	-	-	-	-	1	-	1	-	-	1	3
Blanks	97	129	128	101	137	152	125	143	135	126	1273
<u>TREASURER</u>											
Shannon P.O'Brien	207	222	259	195	247	296	218	285	231	219	2379
Scattered Write-Ins	1	1	-	-	-	-	-	-	1	-	3
Blanks	114	146	132	107	137	161	122	156	148	135	1358
<u>AUDITOR</u>											
A. Joseph DeNucci	229	244	262	199	256	302	219	307	242	221	2481
Scattered Write-Ins	-	-	-	1	-	-	2	-	1	-	4
Blanks	93	125	129	102	128	155	119	134	137	133	1255
<u>REPRESENTATIVE IN CONGRESS (Ninth District)</u>											
John Joseph Moakley	259	282	289	232	292	357	253	334	294	264	2856
Scattered Write-Ins	-	-	1	1	1	-	-	-	-	2	5
Blanks	63	87	101	69	91	100	87	107	86	88	879

	<u>A</u>	<u>B</u>	<u>C</u>	<u>D</u>	<u>E</u>	<u>F</u>	<u>G</u>	<u>H</u>	<u>I</u>	<u>I</u>	<u>TOTAL</u>
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DEMOCRATIC PARTY

Total # of Votes Cast	322	369	391	302	384	457	340	441	380	354	3740
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COUNCILLOR (Second District)

Kelley A. Timilty	198	219	239	185	222	270	199	275	222	206	2235
Scattered Write-Ins	-	1	-	-	1	-	-	1	2	1	6
Blanks	124	149	152	117	161	187	141	165	156	147	1499

SENATOR IN GENERAL COURT (Norfolk, Bristol & Middlesex District)

Cheryl Jacques	248	277	293	228	272	344	235	336	287	270	2790
Scattered Write-Ins	2	1	1	1	1	1	-	1	5	3	16
Blanks	72	91	97	73	111	112	105	104	88	81	934

REPRESENTATIVE IN GENERAL COURT (Thirteenth Norfolk District)

Lida E. Harkins	250	281	294	227	273	346	236	331	291	266	2795
Scattered Write-Ins	1	2	1	1	1	2	2	3	2	-	15
Blanks	71	86	96	74	110	109	102	107	87	88	930

DISTRICT ATTORNEY (Norfolk District)

John J. Corrigan	68	79	91	95	86	133	72	82	88	95	889
William R. Keating	136	138	141	93	134	133	114	155	130	117	1291
William P. O'Donnell	67	86	91	71	104	107	85	132	98	80	921
Scattered Write-Ins	1	-	1	-	-	-	-	1	-	-	3
Blanks	50	66	67	43	60	84	69	71	64	62	636

SHERIFF (Norfolk County)

Michael G. Bellotti	211	224	252	187	227	277	195	264	223	210	2270
Scattered Write-Ins	-	-	1	1	-	-	-	-	2	1	5
Blanks	111	145	138	114	157	180	145	177	155	143	1465

COUNTY COMMISSIONER (Norfolk County)

Peter H. Collins	156	153	189	150	178	206	158	215	187	146	1738
John W. Fallon, Jr.	68	81	74	50	70	76	61	76	55	78	689
Scattered Write-Ins	-	-	-	-	-	-	-	1	2	1	4
Blanks	98	135	128	102	136	175	121	149	136	129	1309

	A	B	C	D	E	F	G	H	I	I	TOTAL
<u>REFORM PARTY</u>											
Total # of Votes Cast	2	0	0	0	0	0	0	0	0	0	2
<u>GOVERNOR</u>											
No Nomination	0	0	0	0	0	0	0	0	0	0	0
Scattered Write-Ins	2	0	0	0	0	0	0	0	0	0	2
Blanks	0	0	0	0	0	0	0	0	0	0	0
<u>LIEUTENANT GOVERNOR</u>											
No Nomination	0	0	0	0	0	0	0	0	0	0	0
Scattered Write-Ins	0	0	0	0	0	0	0	0	0	0	0
Blanks	2	0	0	0	0	0	0	0	0	0	2
<u>ATTORNEY GENERAL</u>											
No Nomination	0	0	0	0	0	0	0	0	0	0	0
Scattered Write-Ins	1	0	0	0	0	0	0	0	0	0	1
Blanks	1	0	0	0	0	0	0	0	0	0	1
<u>SECRETARY OF STATE</u>											
No Nomination	0	0	0	0	0	0	0	0	0	0	0
Scattered Write-Ins	0	0	0	0	0	0	0	0	0	0	0
Blanks	2	0	0	0	0	0	0	0	0	0	2
<u>TREASURER</u>											
No Nomination	0	0	0	0	0	0	0	0	0	0	0
Scattered Write-Ins	0	0	0	0	0	0	0	0	0	0	0
Blanks	2	0	0	0	0	0	0	0	0	0	2
<u>AUDITOR</u>											
No Nomination	0	0	0	0	0	0	0	0	0	0	0
Scattered Write-Ins	0	0	0	0	0	0	0	0	0	0	0
Blanks	2	0	0	0	0	0	0	0	0	0	2
<u>REPRESENTATIVE IN CONGRESS (Ninth District)</u>											
No Nomination	0	0	0	0	0	0	0	0	0	0	0
Scattered Write-Ins	1	0	0	0	0	0	0	0	0	0	1
Blanks	1	0	0	0	0	0	0	0	0	0	1

	A	B	C	D	E	F	G	H	I	I	TOTAL
<u>REFORM PARTY</u>											
Total # of Votes Cast	2	0	0	0	0	0	0	0	0	0	2
<u>COUNCILLOR (Second District)</u>											
No Nomination	0	0	0	0	0	0	0	0	0	0	0
Scattered Write-Ins	0	0	0	0	0	0	0	0	0	0	0
Blanks	2	0	0	0	0	0	0	0	0	0	2
<u>SENATOR IN GENERAL COURT (Norfolk, Bristol & Middlesex District)</u>											
No Nomination	0	0	0	0	0	0	0	0	0	0	0
Scattered Write-Ins	1	0	0	0	0	0	0	0	0	0	1
Blanks	1	0	0	0	0	0	0	0	0	0	1
<u>REPRESENTATIVE IN GENERAL COURT (Thirteenth Norfolk District)</u>											
No Nomination	0	0	0	0	0	0	0	0	0	0	0
Scattered Write-Ins	1	0	0	0	0	0	0	0	0	0	1
Blanks	1	0	0	0	0	0	0	0	0	0	1
<u>DISTRICT ATTORNEY (Norfolk District)</u>											
No Nomination	0	0	0	0	0	0	0	0	0	0	0
Scattered Write-Ins	1	0	0	0	0	0	0	0	0	0	1
Blanks	1	0	0	0	0	0	0	0	0	0	1
<u>SHERIFF (Norfolk County)</u>											
No Nomination	0	0	0	0	0	0	0	0	0	0	0
Scattered Write-Ins	0	0	0	0	0	0	0	0	0	0	0
Blanks	2	0	0	0	0	0	0	0	0	0	2
<u>COUNTY COMMISSIONER (Norfolk County)</u>											
No Nomination	0	0	0	0	0	0	0	0	0	0	0
Scattered Write-Ins	0	0	0	0	0	0	0	0	0	0	0
Blanks	2	0	0	0	0	0	0	0	0	0	2

The ballots cast in the several precincts were returned to the Town Clerk in the sealed cases. The voting lists used at the entrances to the polling places and at the ballot boxes and copy of the precinct record of the election were also returned, all properly sealed in conformity with the laws governing elections.

Adjourned at 9:37 P.M., September 15, 1998.

A true copy
ATTEST:

Theodora K. Eaton, CMC
Town Clerk

RECORD OF THE STATE ELECTION

The ballot box returns in the Precincts were as follows:

Tuesday, November 3, 1998

Pursuant to a Warrant issued by the Selectmen October 13, 1998 the Inhabitants of the Town of Needham qualified to vote in elections met at the polling places designated for the several precincts in said Needham on Tuesday, the third day of November in the year 1998 at seven o'clock in the forenoon for the purpose of nominating State and County officers. The polls remained open until 8:00 o'clock in the afternoon.

The meeting was called to order and the Warrant and the Officer's Return were read by the Wardens of the Precincts.

The ballot boxes were inspected and found to be empty and with the zero report printed. The boxes were then locked and the keys delivered to the Police Officers in attendance.

The ballot clerks were sworn to the faithful performance of their duties by their respective Wardens.

The polling places had been designated as follows:

Precinct A - Hillside School - Gymnasium
 Precinct B - Hillside School - Gymnasium
 Precinct C - Newman School - Gymnasium
 Precinct D - High Rock School - Gymnasium
 Precinct E - Pollard Middle School - Room 226
 Precinct F - Stephen Palmer Community Room
 Precinct G - Broadmeadow School - Gymnasium
 Precinct H - Broadmeadow School - Gymnasium
 Precinct I - William Mitchell School - Gymnasium
 Precinct J - William Mitchell School - Gymnasium

The polls were opened at seven o'clock in the forenoon and were kept open until eight o'clock in the afternoon.

Cards of instruction and specimen ballots were posted as required by Section 48, Chapter 54 of the General Laws.

PRECINCTS	A	B	C	D	E
7:00 A.M.	0	0	0	0	0
8:00 A.M.	196	109	98	144	120
9:00 A.M.	263	203	210	238	224
10:00 A.M.	284	320	349	335	339
11:00 A.M.	372	406	460	408	420
12:00 NOON	443	511	590	481	485
1:00 P.M.	496	544	640	540	550
2:00 P.M.	556	603	730	585	611
3:00 P.M.	613	680	839	640	686
4:00 P.M.	705	755	948	700	764
5:00 P.M.	805	853	1035	787	864
6:00 P.M.	928	955	1143	916	965
7:00 P.M.	1050	1101	1266	1017	1134
8:00 P.M.	1144	1215	1363	1160	1286

PRECINCTS	F	G	H	I	J
7:00 A.M.	0	0	0	0	0
8:00 A.M.	133	98	110	125	110
9:00 A.M.	225	216	270	230	250
10:00 A.M.	405	287	375	321	356
11:00 A.M.	490	331	466	415	414
12:00 NOON	561	379	572	492	479
1:00 P.M.	635	423	603	544	530
2:00 P.M.	691	496	661	602	574
3:00 P.M.	790	542	700	656	608
4:00 P.M.	825	624	808	731	711
5:00 P.M.	894	713	908	832	818
6:00 P.M.	1026	817	1095	980	945
7:00 P.M.	1163	974	1200	1135	1112
8:00 P.M.	1302	1091	1317	1240	1243

The Town Clerk upon receipt of the returns from the several precincts forthwith canvassed the same and announced the official results at 9:30 P.M., November 3, 1998.

The total number of votes cast was as follows:

	Total
Precinct A	1144
Precinct B	1215
Precinct C	1364
Precinct D	1160
Precinct E	1286
Precinct F	1302
Precinct G	1091
Precinct H	1324
Precinct I	1242
Precinct J	1244

(The absentee ballots are included in the Total Vote)
 TOTAL VOTE CAST - 12,372
 (66.16% of Registered Voters)

The result of the balloting was as follows:

	<u>A</u>	<u>B</u>	<u>C</u>	<u>D</u>	<u>E</u>	<u>F</u>	<u>G</u>	<u>H</u>	<u>I</u>	<u>I</u>	<u>TOTAL</u>
Total # of Votes Cast	1144	1215	1364	1160	1286	1302	1091	1324	1242	1244	12,372

GOVERNOR AND LIEUTENANT GOVERNOR

Cellucci and Swift	535	579	703	575	677	641	535	660	566	603	6,074
Harshbarger and Tolman	584	615	620	558	577	631	532	633	653	613	6,016
Cook and Israel	12	11	12	11	17	13	11	14	11	10	122
Scattered Write-Ins	1	2	5	3	3	3	2	1	2	0	22
Blanks	12	8	24	13	12	14	11	16	10	18	138

ATTORNEY GENERAL

Brad Bailey	350	377	514	371	449	397	342	384	368	371	3,923
Thomas F. Reilly	749	788	779	728	779	859	698	879	810	810	7,879
Scattered Write-Ins	1	1	0	2	0	1	2	3	1	0	11
Blanks	44	49	71	59	58	45	49	58	63	63	559

SECRETARY OF STATE

William Francis Galvin	763	798	815	730	787	885	689	870	807	795	7,939
Dale C. Jenkins, Jr.	263	299	407	299	371	284	298	326	293	319	3,159
David L. Atkinson	51	42	35	36	38	47	27	34	45	37	392
Scattered Write-Ins	0	0	0	3	0	0	2	2	1	0	8
Blanks	67	76	107	92	90	86	75	92	96	93	874

TREASURER

Robert A. Maginn	396	442	591	464	565	489	443	505	456	479	4,830
Shannon P. O'Brien	639	669	633	591	608	683	541	707	640	650	6,361
Merton B. Baker	29	25	21	23	24	30	23	18	25	23	241
Scattered Write-Ins	0	0	0	1	0	0	2	2	1	0	6
Blanks	80	79	119	81	89	100	82	92	120	92	934

AUDITOR

A. Joseph DeNucci	758	778	714	640	724	767	621	773	737	736	7,248
Michael T. Duffy	273	325	495	374	421	368	357	408	369	368	3,758
Carla A. Howell	53	51	39	49	56	59	34	47	49	57	494
Scattered Write-Ins	0	0	0	2	0	0	3	1	0	0	6
Blanks	60	61	116	95	85	108	76	95	87	83	866

REPRESENTATIVE IN CONGRESS (Ninth District)

John Joseph Moakley	859	919	960	850	914	968	802	977	924	920	9,093
Scattered Write-Ins	7	12	18	9	14	9	11	16	14	19	129
Blanks	278	284	386	301	358	325	278	331	304	305	3,150

COUNCILLOR (Second District)

Kelly A. Timilty	741	788	798	710	764	817	666	811	759	758	7,612
Scattered Write-Ins	9	9	7	5	11	4	3	5	4	13	70
Blanks	394	418	559	445	511	481	422	508	479	473	4,690

	A	B	C	D	E	F	G	H	I	I	TOTAL
Total # of Votes Cast	1144	1215	1364	1160	1286	1302	1091	1324	1242	1244	12,372

SENATOR IN GENERAL COURT (Norfolk, Bristol & Middlesex District)

Cheryl Jacques	803	837	872	782	832	895	697	878	888	837	8,321
Robert J. Reardon	297	327	413	307	396	335	345	391	300	345	3,456
Scattered Write-Ins	1	0	0	1	1	2	2	1	1	0	9
Blanks	43	51	79	70	57	70	47	54	53	62	586

REPRESENTATIVE IN GENERAL COURT (Thirteenth Norfolk District)

Lida E. Harkins	870	901	951	851	879	972	766	930	908	887	8,915
Scattered Write-Ins	8	10	9	7	9	7	8	11	10	15	94
Blanks	266	304	404	302	398	323	317	383	324	342	3,363

DISTRICT ATTORNEY (Norfolk District)

William R. Keating	569	556	537	502	534	580	444	543	555	544	5,364
Jeffrey A. Locke	519	605	739	592	685	641	583	723	608	639	6,334
Scattered Write-Ins	0	0	0	1	0	0	2	1	0	1	5
Blanks	56	54	88	65	67	81	62	57	79	60	669

SHERIFF (Norfolk County)

Michael G. Bellotti	645	641	602	557	573	694	533	665	638	594	6,142
Jack Flood	352	424	567	434	530	422	417	482	414	468	4,510
Lawrence C. Mackin	60	59	54	50	64	58	49	50	50	50	544
Scattered Write-Ins	1	0	0	3	0	1	2	3	1	0	11
Blanks	86	91	141	116	119	127	90	124	139	132	1,165

COUNTY COMMISSIONER (Norfolk County)

Peter H. Collins	539	551	555	489	525	597	459	511	534	497	5,257
Robert D. Hall, Jr.	460	518	605	501	593	514	484	630	526	553	5,384
Scattered Write-Ins	1	1	0	2	1	0	2	1	1	0	9
Blanks	144	145	204	168	167	191	146	182	181	194	1,722

QUESTION #1 (Setting Compensation of State Legislators)

Yes	786	798	872	792	803	886	674	842	838	807	8,098
No	259	327	375	297	412	330	359	412	330	357	3,458
Blanks	99	90	117	71	71	86	58	70	74	80	816

QUESTION #2 (Public Campaign financing)

Yes	740	779	894	776	780	845	667	823	813	800	7,917
No	308	328	341	285	414	343	337	396	332	355	3,439
Blanks	96	108	129	99	92	114	87	105	97	89	1,016

QUESTION #3 (Tax Rate on Interest and Dividend Income)

Yes	938	965	1129	925	1050	1014	865	1084	991	1014	9,975
No	125	148	127	157	151	183	162	151	166	152	1,522
Blanks	81	102	108	78	85	105	64	89	85	78	875

	A	B	C	D	E	F	G	H	I	I	TOTAL
Total # of Votes Cast	1144	1215	1364	1160	1286	1302	1091	1324	1242	1244	12,372

QUESTION #4 (Electric Utility Industry Restructuring)

Yes	742	781	921	759	864	874	706	855	848	778	8,128
No	342	367	360	334	360	342	317	402	321	393	3,538
Blanks	60	67	83	67	62	86	68	67	73	73	706

The ballots cast in the several precincts were returned to the Town Clerk in the sealed cases. The voting lists used at the entrances to the polling places and at the ballot boxes and copy of the precinct record of the election were also returned, all properly sealed in conformity with the laws governing elections.

Adjourned at 9:30 P.M., November 3, 1998.

A true copy
ATTEST:

Theodora K. Eaton, CMC
Town Clerk

SPECIAL TOWN MEETING

November 16, 1998

Pursuant to a Warrant issued by the Selectmen October 27, 1998, the Inhabitants of the Town of Needham qualified to vote in Town Affairs met in the Derwood A. Newman Elementary School on Monday, November 16, 1998, at 7:30 o'clock in the afternoon.

The checkers appointed by the Selectmen were sworn to the faithful performance of their duties by the Town Clerk.

Check lists were used and 266 voters, including 223 Town Meeting Members, were checked on the list as being present.

The meeting was called to order at 7:30 o'clock by the Moderator, Michael K. Fee. The call to the meeting and the officer's return were read by the Town Clerk, the reading of the articles in the Warrant being waived upon motion.

The Moderator announced that the First Grade Class at Hillside School led by their teacher, Marjorie M. Margolis, and Joan Farrell would provide a brief performance accompanied by Eighth grade student and pianist Alicia Curtis. Town Meeting Members joined the first graders in singing "America The Beautiful" and pledging allegiance to the flag. The Moderator thanked Jennifer Tucker and Jordan Pransky for managing the microphones this evening.

The Moderator declared a quorum to be present and requested the Town Clerk to so record.

The Moderator announced the following ground rules and these were adopted unanimously:

1. A speaker will be ruled out of order who refers to personalities. Let us remember that we are ONE community and ONE Town Meeting Family with one common goal: the best interests of our town.
2. I ask that you rise to be recognized and address the Moderator. Please state your name and precinct when recognized so that the Town Clerk may keep an accurate record.
3. Your attention is drawn to the disclosure required by an attorney employed by one who has an interest in a matter as set forth in Art. I, Sec. 1.9 of the Needham General By-Laws.
4. Blank forms for lengthy motions are available from Town Counsel, Mr. Tobin, and should be employed. If lengthy or complicated motions are not drafted and submitted for review by the Moderator and Town Counsel prior to being placed on the floor, the speaker will yield the floor to another speaker while the drafting and formulation process is underway.
5. Short motions to amend and procedural motions need not be in writing.
6. Parliamentary procedures known as "points of information" and "points of order" shall be strictly construed so as not to elongate or permit debate after a motion to move the previous question has been placed on the floor.

7. Limits on debate shall be enforced by the Moderator.
8. Questions asked for general informational purposes

unrelated to the matter under consideration by the meeting shall be ruled out of order.

9. As stated in the Moderator's memorandum to Town Meeting Members, inappropriate conduct involving the T.V. cameras shall be dealt with swiftly by the chair and will be deemed to be out of order.

10. Unanimous consent was given to adopt the following limits of debate:

20 Minutes - Committee Chairpersons, Proponents, Attorneys representing proponents; subject to extension by the Moderator.

8 Minutes - Town Meeting Members, non-Town Meeting Members, visitors other than attorneys.

The Moderator reminded Town Meeting Members of the following amendment to the General By-Laws passed under Article 80 at the 1998 Annual Town Meeting: If two-thirds vote of the Town Meeting is required by statute, a count shall not be taken unless it is deemed necessary by the Moderator in the fulfillment of the duties of the office.

As in the tradition of the Annual Town Meeting, the Moderator asked unanimous consent to omit the reading of the articles and to refer to them by number only. Any Town Meeting Member who wished to "question" or "debate" should so indicate when the number was called and those articles not so indicated would be adopted by unanimous consent. There was no objection and the Moderator declared this method to be adopted unanimously.

The Moderator announced that the proponents no longer have an interest in Article 11 and it is herewith withdrawn.

The Moderator then proceeded to call each article in the Warrant by number commencing with Article No. 1. Town Meeting Members responded with "question" or "debate" to all the articles in the warrant. The Moderator proceeded to Article 1.

ARTICLE 1: AMEND ZONING BY-LAW - HEIGHT REQUIREMENTS FOR EDUCATIONAL USES LOCATED IN AN INSTITUTIONAL DISTRICT

To see if the Town will vote to amend the Needham Zoning By-Law, as follows:

- (a) In Section 4.2, Dimensional Regulations for Rural Residence- Conservation, Single Residence A, Single Residence B, General Residence, and Institutional Districts, Subsection 4.2.1, Table of Regulations, by adding a new footnote (h) under the Maximum Stories and Maximum Height columns in the Institutional row to read as follows:

"(h) Buildings and structures located in an Institutional District devoted to educational uses and uses accessory thereto and located at least 800 feet from any public way in the Town of Needham in existence as of September 1, 1998, shall have a maximum height in accordance with the following limitations:

	<u>Roof Type</u>	<u>Average Height (feet)</u>	<u>Maximum Height at any single point (feet)</u>
	Flat Roof	63*	68*

Roof Type	Average Height (feet)	Maximum Height at any single point (feet)
Sloping Roof Top of Roof	85	90
Wall, cornice or eave line	63*	68*
Gabled endwalls	63*	68*

There shall be no limit on the number of stories of such buildings. The foregoing limitations are not intended to supersede any of the requirements of the Massachusetts State Building Code.

* The Board of Appeals may grant a Special Permit to allow the average height of a structure to increase as much as an additional seven (7) feet above the average height listed."

(b) In Section 4.2, Dimensional Regulations for Rural Residence-Conservation, Single Residence A, Single Residence B, General Residence, and Institutional Districts, Subsection 4.2.2, Height Limitation Exceptions, by revising the first paragraph thereof so that it shall read as follows (new language underlined):

"The maximum height regulation in Section 4.2.1 shall not apply to schools and municipal buildings which may contain three (3) stories or may be as high as forty (40) feet. Any municipal building which ceases to be a municipal building, because of a change of use or ownership, may continue to be used, maintained and reconstructed so as to contain up to the number of stories and the height which existed at the time of the change to non-municipal use or ownership. Notwithstanding the above, nothing contained herein shall in anyway limit the rights conferred under footnote (h) of Section 4.2.1, Table of Regulations."

(c) In Section 4.2, Dimensional Regulations for Rural Residence-Conservation, Single Residence A, Single Residence B, General Residence, and Institutional Districts, Subsection 4.2.2, Height Limitation Exceptions, by inserting a new second paragraph thereof to read as follows:

"In the case of schools or other buildings devoted to educational purposes and located in an Institutional District, including dormitories and accessory buildings, projections above a roof for housing elevator machinery, chimneys, ventilators, and mechanical flues or exhausts will not be subject to the height limitations in Section 4.2.1, footnote (h) or this Section 4.2.2. Such projections shall not occupy an aggregate area of the roof exceeding thirty-three percent (33%) of the total ground coverage of the building and no housing for elevator machinery or mechanical equipment (other than chimneys, ventilators and mechanical flues or exhausts), or the equipment itself, shall extend more than fifteen (15) feet above the main roof elevation. At no point shall any such projection exceed 90 feet above grade. The Board of Appeals shall have the authority to grant a Special Permit to permit a height of twenty-five (25) feet above the main elevation over an area of the roof not exceeding twenty percent (20%) of the total ground coverage of the building, to a maximum height at any point of ninety (90) feet above grade. The remaining thirteen percent (13%) of the area of the roof where such projections are allowed shall extend no more than fifteen (15) feet above the main roof elevation."

(d) In Section 4.2, Dimensional Regulations for Rural Residence-Conservation, Single Residence A, Single Residence B, General Residence, and Institutional Districts, Subsection 4.2.2, Height Limitation Exceptions, by revising the last paragraph thereof to read as follows (new language underlined):

"Towers, steeples, spires or domes of religious or government buildings, or educational buildings located in an Institutional District, are not limited by the maximum height regulations contained in this Section or in Section 4.2.1."

or take any other action relative thereto.

Article I Explanation: This article proposes to amend four sections of the Zoning By-Law which limit the height of educational buildings and structures located in an Institutional District. The amendments are offered by the Board of Selectmen and were developed by a committee of town officials and residents in an effort to guide the future development of the Olin College of Engineering. A summary of the substance of the proposed amendments follows.

Section 4.2, Subsection 4.2.1, Table of Regulations, would be amended by adding footnote (h) to the Table of Regulations under the maximum stories and maximum height on the Institutional District. The amendment would allow buildings or structures located at least 800 feet from existing public ways to be built as high as ninety (90) feet. The amendment would only affect buildings located in the Institutional District located along the Wellesley/Needham border adjacent to the Babson College Campus. A portion of the proposed Olin College Campus is located in the Institutional District. The purpose of this amendment is to allow smaller building footprints and to eliminate the need to remove substantial tree cover. In addition, the amendment will enable the College to limit the amount of impervious surfaces at the site, which will contribute to the most efficient drainage plan.

Section 4.2.2 Height Limitations Exceptions, which provides a specific height limitation for schools and municipal buildings, would be amended to clarify that the 40-foot height limitation would remain in effect for educational and municipal buildings located outside of the Institutional District. The amendment would clarify that the standards of the proposed footnote (h) would apply only in an Institutional District.

Section 4.2.2 would also be amended to permit school buildings or other buildings for educational purposes located in Institutional Districts to install typical rooftop projections such as housing for elevator machinery, chimneys, ventilators and mechanical flues and exhausts. These projections would not be subject to the height limitations in Section 4.2.1, footnote (h), but would be limited to thirty-three percent (33%) of the total ground coverage of the building and may only extend fifteen (15) feet above the main roof elevation, not to exceed ninety (90) feet above grade.

Finally, the last paragraph of Section 4.2.2 would be amended to exclude towers, steeples, spires or domes of educational buildings located in an Institutional District from the maximum height regulations. At the present time, only religious and governmental buildings are excluded. This amendment would permit an educational institution located in an Institutional District to build a structure such as an ornamental tower or spire.

MOVED: That the Town vote to amend the Needham Zoning By-Law as follows:

- (a) In Section 4.2, Dimensional Regulations for Rural Residence-Conservation, Single Residence A, Single Residence B, General Residence, and Institutional Districts, Subsection 4.2.1, Table of Regulations, by adding a new footnote (h) under the Maximum Stories and Maximum Height columns in the Institutional row to read as follows:

"(h) Buildings and structures located in an Institutional District devoted to educational uses and uses accessory thereto and located at least 800 feet from any public way in the Town of Needham in existence as of September 1, 1998, shall have a maximum height in accordance with the following limitations:

Roof Type	Average Height (feet)	Maximum Height at any single point (feet)
Flat Roof	63*	68*
Sloping Roof Top of Roof	85	90
Wall, cornice or eave line	63*	68*
Gabled endwalls	63*	68*

There shall be no limit on the number of stories of such buildings. The foregoing limitations are not intended to supersede any of the requirements of the Massachusetts State Building Code.

* The Board of Appeals may grant a Special Permit to allow the average height of a structure to increase as much as an additional seven (7) feet above the average height listed."

- (b) In Section 4.2, Dimensional Regulations for Rural Residence-Conservation, Single Residence A, Single Residence B, General Residence, and Institutional Districts, Subsection 4.2.2, Height Limitation Exceptions, by revising the first paragraph thereof so that it shall read as follows (new language underlined):

"The maximum height regulation in Section 4.2.1 shall not apply to schools and municipal buildings which may contain three (3) stories or may be as high as forty (40) feet. Any municipal building which ceases to be a municipal building, because of a change of use or ownership, may continue to be used, maintained and reconstructed so as to contain up to the number of stories and the height which existed at the time of the change to non-municipal use or ownership. Notwithstanding the above, nothing contained herein shall in anyway limit the rights conferred under footnote (h) of Section 4.2.1, Table of Regulations."

- (c) In Section 4.2, Dimensional Regulations for Rural Residence-Conservation, Single Residence A, Single Residence B, General Residence, and Institutional Districts, Subsection 4.2.2, Height Limitation Exceptions, by inserting a new second paragraph thereof to read as follows:

"In the case of schools or other buildings devoted to educational purposes and located in an Institutional District, including dormitories and accessory buildings, projections above a roof for housing elevator machinery, chimneys, ventilators, and mechanical flues or exhausts will not be subject to the height limitations in Section 4.2.1, footnote (h) or this Section 4.2.2. Such projections shall

not occupy an aggregate area of the roof exceeding thirty-three percent (33%) of the total ground coverage of the building and no housing for elevator machinery or mechanical equipment (other than chimneys, ventilators and mechanical flues or exhausts), or the equipment itself, shall extend more than fifteen (15) feet above the main roof elevation. At no point shall any such projection exceed 90 feet above grade. The Board of Appeals shall have the authority to grant a Special Permit to permit a height of twenty-five (25) feet above the main elevation over an area of the roof not exceeding twenty percent (20%) of the total ground coverage of the building, to a maximum height at any point of ninety (90) feet above grade. The remaining thirteen percent (13%) of the area of the roof where such projections are allowed shall extend no more than fifteen (15) feet above the main roof elevation."

- (d) In Section 4.2, Dimensional Regulations for Rural Residence-Conservation, Single Residence A, Single Residence B, General Residence, and Institutional Districts, Subsection 4.2.2, Height Limitation Exceptions, by revising the last paragraph thereof to read as follows (new language underlined):

"Towers, steeples, spires or domes of religious or government buildings, or educational buildings located in an Institutional District, are not limited by the maximum height regulations contained in this Section or in Section 4.2.1."

Mr. John H. Cogswell, member, addressed this proposal on behalf of the Board of Selectmen.

Mr. Maurice P. Handel, Chairman, addressed this proposal on behalf of the Planning Board. He explained that this article proposes to amend four sections of the Zoning By-Law which limits the height of education buildings and structures located in an Institutional District. There is only one area in Needham zoned for institutional use and this amendment is the direct effort of the Board of Selectmen and community officials and residents to allow the creation of Olin College - a four-year engineering school to be located along the Needham/Wellesley border adjacent to Babson College.

Mrs. Phyllis S. Fanger stated that while she is not opposed to education in the Town of Needham, she questioned if the town officials have sought any tangible benefits from this college.

In response to several inquiries, Mr. John H. Cogswell advised that the Board of Selectmen have discussed these concerns with Olin College officials and the college will be paying user fees and are very willing to pay for town services.

In response to an inquiry from Mrs. Sheila G. Pranksy, Fire Chief DiPoli advised that there are many taller structures in the Town and that a building 90 feet tall is not a problem. He also explained that Wellesley has several large ladder apparatus. However, he noted that under the five-year capital plan, fire apparatus replacement is scheduled within the next couple of years.

After a brief discussion, a motion to move the previous question was offered by Mr. Frederick Waldman. The motion was presented and carried unanimously by voice vote.

ACTION: The main motion was presented and carried by the required two-thirds vote as declared by the Moderator.

ARTICLE 2: AMEND ZONING BY-LAW - MEDICAL OVERLAY DISTRICT

To see if the Town will vote to amend the Needham Zoning By-Law, as follows:

- (a) Amend Section 1.3, Definitions, by adding the following at their appropriate alphabetical locations, replacing existing definitions of the same terms where they exist:

"Hospital - A facility licensed as a hospital under Section 51 of Chapter 11, M.G.L., and maintained for the purposes of caring for persons admitted thereto for diagnosis or medical, surgical, restorative or other treatment that is rendered within said facility. A hospital may include but shall not be limited to such related on-premises facilities as laboratory and radiology services, outpatient departments, medical equipment rentals, patient and retail pharmacy, physical, speech and occupational therapy, transitional care and rehabilitation respite, palliative care, birthing facilities, pediatrics, mental health and behavioral medicine, specialty clinics, radiation oncology, alternative medicine treatment, mobile diagnostic services, meeting and conference facilities, stock rooms, laundries, staff and administrative offices."

"Community Hospital - An acute hospital in which a majority of the case mix consists of medical-surgical, pediatric, obstetric, and maternity cases, providing a broad range of health services primarily to those who work or live in Needham and surrounding communities, with no single dominant specialization."

"Health-Care Facility - Premises licensed to provide care on a relatively long-term basis to persons admitted thereto, comprising nursing homes, rest homes, sanitariums, convalescent homes, hospices, long-term pediatric or geriatric care facilities, extended care or rehabilitation facilities, and physical, psychiatric, psychological, cognitive, or behavioral therapy facilities, whether or not owned by or affiliated with a hospital."

"Medical Clinic - An institution or facility providing medical, surgical, dental, restorative or mental hygiene services to persons not accommodated overnight therein, under license as a clinic under Massachusetts General Laws, whether or not affiliated with a hospital or other health care facility."

"Medical Services Building - Premises with occupancy limited to doctor's offices, dentist's offices, orthodontic services, psychiatric, psychological and other mental health services, radiology and laboratory services, sale, and repair of medical devices and equipment or other health care or health care services, whether or not owned or affiliated with a hospital, but not including those licensed as a clinic."

"Medical Laboratory - A facility for the provision of testing, analytical, diagnostic, pharmaceutical or other health care support services, equipment or procedures, whether or not owned by or affiliated with a hospital."

"Pharmacy - A facility for the sale of prescription and/or non-prescription drugs, medications, and medical supplies."

- (b) Amend Section 2.1, Classes of Districts, by adding a new

Medical Overlay District designation and category inserted immediately below "AP - Aquifer Protection", to read as follows:

"M-Medical Overlay"

- (c) Amend Section 3, Use Regulations, by inserting a new Subsection 3.6, Medical Overlay District, to read as follows:

"3.6 Medical Overlay District

3.6.1 Purpose of District.

The purpose of the Medical Overlay District is to promote the health, safety and general welfare of the community through guiding the development and use of health care and related activities, primarily serving those who work or live in Needham with quality health care while minimizing potential adverse impacts upon nearby residential and other premises. Those purposes are to be achieved through establishing controls specifically for medical-related uses at locations where either such uses already exist or they would be appropriate because of access and other locational considerations.

3.6.2 Scope of Authority.

The Medical Overlay District is superimposed over rather than replacing underlying zoning districts. The regulations of this overlay district shall govern all new construction, reconstruction or expansion of new or existing buildings, and new or expanded uses, regardless of whether the use is medical-related or not, and regardless of whether the requirements of Section 3.6 are more or less restrictive than those of the comparable regulations for the underlying district at that location. Provisions of Section 3.6 shall supercede those of Section 3.2 Schedule of Use Regulations, Sections 4.2 through 4.7 (Dimensional Regulations), and Section 5.1.2 Required Parking. On all other matters, the provisions of the underlying districts shall continue to govern.

3.6.3 Allowed Uses. The following uses are allowed by right:

1. Community Hospital
2. Medical Clinic
3. Medical Services Building
4. Any of the following, but only if ancillary to and contained within a common structure with a community hospital:
 - a. Health Care Facility
 - b. Medical Laboratory
 - c. Pharmacy.
5. All uses allowed by right in the underlying zoning district at that location.
6. Buildings and uses accessory to 1-5 above, such as parking garage, gift shop, cafeteria, and day care facilities.

3.6.4 Special Permit Uses.

All uses permitted by special permit in the underlying district at that location may be allowed upon the issuance of a Special Permit by the Special Permit Granting

Authority under such conditions as that Authority may require.

3.6.5 Multiple Buildings and Uses.

Notwithstanding the provisions of Section 3.2 (Schedule of Use Regulations), in the Medical Overlay District more than one building and/or use on a lot is allowed as a matter of right, so long as each building and/or use is in compliance with the requirements of Section 3.6 of this By-Law.

3.6.6 Dimensional Regulations for the Medical Overlay District.

3.6.6.1 Lot Area, Frontage and Setback Requirements

The lot area and lot frontage requirements of the underlying districts shall govern development in the Medical Overlay District. The following setback requirements shall apply in place of those of the underlying districts, including standing in place of provisions contained in Section 4.2.7 Reduction In Dimensional Regulations By Special Permit and in Section 4.4.8 of the Zoning By-Law imposing special limitations on premises located in business districts but abutting residential districts.

(a) Front setback: twenty (20) feet, except twenty-five (25) feet measured from any street having traveled way width exceeding thirty-five (35) feet as of October 8, 1998, and except thirty (30) feet from any street having a traveled way width less than thirty (30) feet as of October 8, 1998.

(b) Side and rear setback: ten (10) feet, except twenty (20) feet where measured from a residential district boundary not contained within the Medical Overlay District, and except that no setback is required where a lot principally used for a community hospital, medical clinic, or medical services building abuts another of those uses.

(c) Notwithstanding the above, parking structures containing four or more parking spaces shall be set back at least fifty (50) feet from any street having traveled way width less than thirty (30) feet.

3.6.6.2 Building Height Requirements

Maximum building height shall be fifty-five (55) feet. However, portions of a building exceeding the building height allowed in the underlying zoning district shall be set back from any street having a right-of-way width of less than fifty (50) feet behind a forty-five (45) degree bulk control plane beginning at the required setback line and the building height allowed in the underlying zoning district, except where no setback is required by Section 3.6.6.1. Mechanical penthouses above the roof shall be excluded from height limitations provided that they occupy not more than 30% of roof area and are set back from the roof edge by a distance no less than their height.

3.6.6.3 Building Bulk and Lot Coverage

Notwithstanding anything in the By-Law to the contrary, the maximum floor area ratio in the Medical Overlay District shall equal 1.0, exclusive of parking garages,

interior portions of buildings devoted to off-street parking, and deck or rooftop parking. Uses in the Medical Overlay District shall not be subject to any other limitations on floor area ratio, lot coverage, or building bulk such as are contained in Sections 4.2.1, 4.4.2, and 4.4.7.

3.6.7 Required Number of Parking Spaces.

Notwithstanding anything in the By-Law to the contrary, in the Medical Overlay District the off-street parking requirements for hospitals, health care facilities, medical clinics, and medical services shall be the following:

- (a) If the site contains only a Medical Service Building or Medical Clinic, then at least seven (7) parking spaces per 1,000 square feet of gross floor area shall be provided.
- (b) If the site contains only a Health Care Facility, then at least one (1) parking space for every two beds plus one parking space for each employee on the two largest shifts combined shall be provided.
- (c) If the site contains a Hospital or a combination of Hospital with a Medical Services Building, Medical Clinic, and/or Health Care Facility, then the required number of parking spaces shall be computed as follows:
 - (1) For facilities designated as short visit ambulatory medical, dental and related health services (out-patient facilities in which a physician, physician's assistant or nurse practitioner typically sees three (3) or more patients per hour): seven (7) parking spaces per 1,000 square feet gross floor area.
 - (2) For all other facilities, the required number of parking spaces equals the sum of the following (not including beds, employees, or floor area in the short visit ambulatory facilities included under (1) immediately above):
 - (i) One parking space for each two hospital beds, critical care/intensive care beds, and observation beds; plus
 - (ii) One parking space for each two full-time equivalent employees who are generally on-site during the largest shift, including both hospital employees and other hospital-affiliated employees; plus
 - (iii) Two and one-half (2.5) parking spaces per 1,000 square feet of gross floor area designated for longer visit ambulatory diagnostic, treatment and rehabilitation services such as radiology, rehabilitation services, emergency services, day surgery, medical day care and radiation oncology. Such services are characterized as requiring substantially more clinic time per visit than the services provided in the short visit ambulatory facilities designated under (1) above.

3.6.8 Site Plan Review Requirements.

"For Major Projects in the Medical Overlay District, the Planning Board shall consider, in addition to all the factors listed in Section 7.4.6(b), the extent to which the traffic

impact and driveway openings are consistent with the maintenance of the suburban, residential character of all predominantly residential streets and portions of streets nearby the premises (for example, such as School, Lincoln, Grant, Warren, Pleasant, and Kimball Streets relative to the BI-Deaconess site as of 1998); provided that a project proponent shall (i) compare the vehicle-trip volumes projected for those streets five years in the future with and without the proposed project, and (ii) describe its efforts to manage traffic and locate and design driveway openings so as to minimize any increase in traffic on such streets."

(d) Amend Section 7.4.2 (Site Plan Review) Definitions, of the By-Law by adding the following as the final paragraph thereof:

"In the Medical Overlay District, a MAJOR PROJECT is any construction project that involves the creation of twenty (20) or more new off-street parking spaces, any project that results in any new curb or driveway cut, or an increase in gross floor area of 5,000 or more square feet. A MINOR PROJECT is any construction project that involves an increase in gross floor area of more than 2,500 square feet but less than 5,000 square feet, and the project cannot be defined as a Major Project."

or take any other action relative thereto.

Article 2 Explanation: Article 2 proposes to create a Medical Overlay District. Article 3 proposes to change the Zoning Map to reflect the boundaries of the new Medical Overlay District at the location of the Deaconess Glover Hospital.

The creation of the Medical Overlay District is intended to promote the health, safety and general welfare of the community through effective land use planning. It is an effort to facilitate the continued use and development of health care and related activities so as to achieve development of a nature which represents the best use of the land in relation to, and with minimal adverse impacts on, Needham's residential and other commercial districts.

Glover Memorial Hospital was owned and operated by the Town of Needham for over 80 years. In 1994, acting under the authority granted it by Town Meeting, the land on which the hospital operated, and the improvements thereon, were sold to the private sector. At that time, the Town pledged to facilitate a re-zoning process to permit the hospital to regenerate itself and remain viable and the hospital pledged to initiate an open planning process with the Town of Needham to address the range of issues related to institutional growth and development. The results of that planning effort are contained in the two articles before you and were contributed to by many sources, including two community workshops and the detailed review and input of the Medical District Study Committee. Hospital staff and consultants have been helpful and cooperative throughout and have made major revisions to their building proposal in response to suggestions arising through the Town's zoning study.

The existing hospital contains approximately 89,000 square feet of space and is made up of four distinct sections - the Administration wing (constructed in 1926), the North wing (facing Lincoln Street and constructed in 1938), the South wing (constructed in 1962), and the Radiology wing (constructed in 1976). The hospital presently contemplates two phases of construction activity that will involve the demolition of the Administration wing, may involve demolition of a portion of the North wing, construction of new space on top of the Radiology wing and on the site of the Administration wing (to be completed in two phases), and the construction of a parking garage. The square footage of the hospital after completion of both phases of work (exclusive of the parking garage) will be no more than 152,000 square feet.

It is recognized that the present "campus" of Deaconess Glover Hospital consists of land partially in the Chestnut Street Business District and partially in the General Residence District. The boundary between the two zoning districts runs through the buildings located on the land. The hospital and ancillary uses presently operate as nonconforming structures and uses. It is further recognized that the medical profession and delivery of health services is a rapidly advancing, changing and competitive field. The enactment of this Zoning By-law is a recognition of the long standing benefit that Deaconess Glover Hospital affords the Town of Needham, and the fact that it is in the Town's long range best interest to promote and regulate the future development of the area for health care purposes.

The intention of Article 2 is to frame regulations that would allow a development similar in scale to that which is described above. The regulatory approach being proposed is to have the Town Meeting adopt non-discretionary rules regarding most aspects of development, subject only to the usual Site Plan Review procedures. That enables developers of medical facilities and those impacted by them to know in advance what will or will not be allowed, and avoids the delay, dispute, and diversion of effort that often accompany discretionary processes, such as that for special permits. A summary of the substance of the proposed amendment is as follows:

- (1) The area comprising the district is bounded by Chestnut Street to the west, School Street by the north, Lincoln Street by the east, and the southern edge of parcels 53 and 54 (the "Needham Pediatrics" building and the "Needham Apothecary" building) to the south.
- (2) A clarification of the definitions of various health care facilities including introduction of a "Community Hospital". Narrow limits on allowable "hospital" use to assure a community hospital with broad services.
- (3) The enumeration of uses to be allowed by right and by special permit in the Medical Overlay District will eliminate the anomaly of the bulk of the hospital being located in a residential zone.
- (4) Consolidating dimensional regulations for the Medical Overlay District (e.g., lot area, frontage, setback, building height, building bulk and lot coverage, etc.) in this article. A maximum building height of 55 feet is proposed in order to accommodate modern design requirements of medical facilities. A limit on the allowable amount of floor area in relation to lot area is provided. Setbacks as well as additional restrictions on height designed to refocus redevelopment efforts closer to Chestnut Street and away from Lincoln Street have been included. Coordinated limits on building height and setback: higher elements must be further back from streets such as Lincoln Street.
- (5) Parking requirements that reflect the actual types of medical activity involved, and that assure avoidance of parking over-spill. Off-street parking requirements for medical uses have been expanded over what is presently included in the By-Law. In particular, the present off-street parking requirement for medical office buildings and clinics has been increased from 1 space per 300 square feet of gross floor area to 7 spaces per 1,000 square feet of gross floor area for short term ambulatory, medical, dental and related health facilities. Longer term ambulatory, diagnostic, treatment and rehabilitation services such as radiology, rehabilitation services, emergency services, day surgery, etc., are 2.5 parking spaces per 1,000 square feet.

MOVED: That the Town vote to amend the Needham Zoning By-Law, as follows:

- (a) Amend Section 1.3, Definitions, by adding the following at their appropriate alphabetical locations, replacing existing definitions of the same terms where they exist:

"Hospital - A facility licensed as a hospital under Section 51 of Chapter 11, M.G.L., and maintained for the purposes of caring for persons admitted thereto for diagnosis or medical, surgical, restorative or other treatment that is rendered within said facility. A hospital may include but shall not be limited to such related on-premises facilities as laboratory and radiology services, outpatient departments, medical equipment rentals, patient and retail pharmacy, physical, speech and occupational therapy, transitional care and rehabilitation respite, palliative care, birthing facilities, pediatrics, mental health and behavioral medicine, specialty clinics, radiation oncology, alternative medicine treatment, mobile diagnostic services, meeting and conference facilities, stock rooms, laundries, staff and administrative offices."

"Community Hospital - An acute hospital in which a majority of the case mix consists of medical-surgical, pediatric, obstetric, and maternity cases, providing a broad range of health services primarily to those who work or live in Needham and surrounding communities, with no single dominant specialization."

"Health-Care Facility - Premises licensed to provide care on a relatively long-term basis to persons admitted thereto, comprising nursing homes, rest homes, sanitariums, convalescent homes, hospices, long-term pediatric or geriatric care facilities, extended care or rehabilitation facilities, and physical, psychiatric, psychological, cognitive, or behavioral therapy facilities, whether or not owned by or affiliated with a hospital."

"Medical Clinic - An institution or facility providing medical, surgical, dental, restorative or mental hygiene services to persons not accommodated overnight therein, under license as a clinic under Massachusetts General Laws, whether or not affiliated with a hospital or other health care facility."

"Medical Services Building - Premises with occupancy limited to doctor's offices, dentist's offices, orthodontic services, psychiatric, psychological and other mental health services, radiology and laboratory services, sale, and repair of medical devices and equipment or other health care or health care services, whether or not owned or affiliated with a hospital, but not including those licensed as a clinic."

"Medical Laboratory - A facility for the provision of testing, analytical, diagnostic, pharmaceutical or other health care support services, equipment or procedures, whether or not owned by or affiliated with a hospital."

"Pharmacy - A facility for the sale of prescription and/or non-prescription drugs, medications, and medical supplies."

- (b) Amend Section 2.1, Classes of Districts, by adding a new Medical Overlay District designation and category inserted immediately below "AP - Aquifer Protection", to read as follows:

"M-Medical Overlay"

- (c) Amend Section 3, Use Regulations, by inserting a new Subsection 3.6, Medical Overlay District, to read as follows:

"3.6 Medical Overlay District

3.6.1 Purpose of District.

The purpose of the Medical Overlay District is to promote the health, safety and general welfare of the community through guiding the development and use of health care and related activities, primarily serving those who work or live in Needham with quality health care while minimizing potential adverse impacts upon nearby residential and other premises. Those purposes are to be achieved through establishing controls specifically for medical-related uses at locations where either such uses already exist or they would be appropriate because of access and other locational considerations.

3.6.2 Scope of Authority.

The Medical Overlay District is superimposed over rather than replacing underlying zoning districts. The regulations of this overlay district shall govern all new construction, reconstruction or expansion of new or existing buildings, and new or expanded uses, regardless of whether the use is medical-related or not, and regardless of whether the requirements of Section 3.6 are more or less restrictive than those of the comparable regulations for the underlying district at that location. Provisions of Section 3.6 shall supercede those of Section 3.2 Schedule of Use Regulations, Sections 4.2 through 4.7 (Dimensional Regulations), and Section 5.1.2 Required Parking. On all other matters, the provisions of the underlying districts shall continue to govern.

3.6.3 Allowed Uses. The following uses are allowed by right:

1. Community Hospital
2. Medical Clinic
3. Medical Services Building
4. Any of the following, but only if ancillary to and contained within a common structure with a community hospital:
 - a. Health Care Facility
 - b. Medical Laboratory
 - c. Pharmacy.
5. All uses allowed by right in the underlying zoning district at that location.

6. Buildings and uses accessory to 1-5 above, such as parking garage, gift shop, cafeteria, and day care facilities.

3.6.4 Special Permit Uses.

All uses permitted by special permit in the underlying district at that location may be allowed upon the issuance of a Special Permit by the Special Permit Granting Authority under such conditions as that Authority may require.

3.6.5 Multiple Buildings and Uses.

Notwithstanding the provisions of Section 3.2 (Schedule

of Use Regulations), in the Medical Overlay District more than one building and/or use on a lot is allowed as a matter of right, so long as each building and/or use is in compliance with the requirements of Section 3.6 of this By-Law.

3.6.6 Dimensional Regulations for the Medical Overlay District.

3.6.6.1 Lot Area, Frontage and Setback Requirements

The lot area and lot frontage requirements of the underlying districts shall govern development in the Medical Overlay District. The following setback requirements shall apply in place of those of the underlying districts, including standing in place of provisions contained in Section 4.2.7 Reduction In Dimensional Regulations By Special Permit and in Section 4.4.8 of the Zoning By-Law imposing special limitations on premises located in business districts but abutting residential districts.

(a) Front setback: twenty (20) feet, except twenty-five (25) feet measured from any street having traveled way width exceeding thirty-five (35) feet as of October 8, 1998, and except thirty (30) feet from any street having a traveled way width less than thirty (30) feet as of October 8, 1998.

(b) Side and rear setback: ten (10) feet, except twenty (20) feet where measured from a residential district boundary not contained within the Medical Overlay District, and except that no setback is required where a lot principally used for a community hospital, medical clinic, or medical services building abuts another of those uses.

(c) Notwithstanding the above, parking structures containing four or more parking spaces shall be set back at least fifty (50) feet from any street having traveled way width less than thirty (30) feet.

3.6.6.2 Building Height Requirements

Maximum building height shall be fifty-five (55) feet. However, portions of a building exceeding the building height allowed in the underlying zoning district shall be set back from any street having a right-of-way width of less than fifty (50) feet behind a forty-five (45) degree bulk control plane beginning at the required setback line and the building height allowed in the underlying zoning district, except where no setback is required by Section 3.6.6.1. Mechanical penthouses above the roof shall be excluded from height limitations provided that they occupy not more than 30% of roof area and are set back from the roof edge by a distance no less than their height.

3.6.6.3 Building Bulk and Lot Coverage

Notwithstanding anything in the By-Law to the contrary, the maximum floor area ratio in the Medical Overlay District shall equal 1.0, exclusive of parking garages, interior portions of buildings devoted to off-street parking, and deck or rooftop parking. Uses in the Medical Overlay District shall not be subject to any other limitations on floor area ratio, lot coverage, or building bulk such as are contained in Sections 4.2.1, 4.4.2, and 4.4.7.

3.6.7 Required Number of Parking Spaces.

Notwithstanding anything in the By-Law to the contrary, in the Medical Overlay District the off-street parking requirements for hospitals, health care facilities, medical clinics, and medical services shall be the following:

- (1) If the site contains only a Medical Service Building or Medical Clinic, then at least seven (7) parking spaces per 1,000 square feet of gross floor area shall be provided.
- (b) If the site contains only a Health Care Facility, then at least one (1) parking space for every two beds plus one parking space for each employee on the two largest shifts combined shall be provided.
- (c) If the site contains a Hospital or a combination of Hospital with a Medical Services Building, Medical Clinic, and/or Health Care Facility, then the required number of parking spaces shall be computed as follows:
 - (1) For facilities designated as short visit ambulatory medical, dental and related health services (out-patient facilities in which a physician, physician's assistant or nurse practitioner typically sees three (3) or more patients per hour): seven (7) parking spaces per 1,000 square feet gross floor area.
 - (2) For all other facilities, the required number of parking spaces equals the sum of the following (not including beds, employees, or floor area in the short visit ambulatory facilities included under (1) immediately above):
 - (i) One parking space for each two hospital beds, critical care/intensive care beds, and observation beds; plus
 - (ii) One parking space for each two full-time equivalent employees who are generally on-site during the largest shift, including both hospital employees and other hospital-affiliated employees; plus
 - (iii) Two and one-half (2.5) parking spaces per 1,000 square feet of gross floor area designated for longer visit ambulatory diagnostic, treatment and rehabilitation services such as radiology, rehabilitation services, emergency services, day surgery, medical day care and radiation oncology. Such services are characterized as requiring substantially more clinic time per visit than the services provided in the short visit ambulatory facilities designated under (1) above.

3.6.8 Site Plan Review Requirements.

"For Major Projects in the Medical Overlay District, the Planning Board shall consider, in addition to all the factors listed in Section 7.4.6(b), the extent to which the traffic impact and driveway openings are consistent with the maintenance of the suburban, residential character of all predominantly residential streets and portions of streets nearby the premises (for example, such as School, Lincoln, Grant, Warren, Pleasant, and Kimball Streets relative to the BI-Deaconess site as of 1998); provided that a project

proponent shall (i) compare the vehicle-trip volumes projected for those streets five years in the future with and without the proposed project, and (ii) describe its efforts to manage traffic and locate and design driveway openings so as to minimize any increase in traffic on such streets."

- (d) Amend Section 7.4.2 (Site Plan Review) Definitions, of the By-Law by adding the following as the final paragraph thereof:

"In the Medical Overlay District, a MAJOR PROJECT is any construction project that involves the creation of twenty (20) or more new off-street parking spaces, any project that results in any new curb or driveway cut, or an increase in gross floor area of 5,000 or more square feet. A MINOR PROJECT is any construction project that involves an increase in gross floor area of more than 2,500 square feet but less than 5,000 square feet, and the project cannot be defined as a Major Project."

Mr. Paul Killeen, member, addressed this proposal on behalf of the Planning Board.

Mr. Killeen moved to discuss Articles 2 and 3 together, but vote on separately. The motion was presented and carried by unanimous consent.

Prior to discussion of Articles 2 and 3 The Moderator announced that his firm, Ropes & Gray, represent the parent company of Deaconess Glover Hospital and that while there has been no objection to his serving as Moderator, he wanted to disclose this information.

Mr. Killeen explained that this article proposes to create a new Medical Overlay District to promote the health, safety and general welfare of the community through effective land use planning. The Planning Board enthusiastically endorses this proposal.

In response to an inquiry from Mrs. Jane A. Howard, Mr. Killeen advised that this Medical Overlay concept could be brought to other places, but it is unlikely.

Mrs. Helen D. Jursek advised that she served on the Medical Overlay Committee and is currently serving as President of the School Street Neighborhood Civic Association. This Association supports Articles 2 and 3. She noted that the Association met frequently and are pleased with the results.

Mr. Ron Ruth, also a member of the Association, praised the good and diligent efforts of the Planning Board and Deaconess Glover Hospital officials and believes that all issues have been addressed.

Mrs. Kathleen M. Lewis expressed concern about the parking garage, particularly the third level of parking. She also expressed concern with the placement of the building on Chestnut Street which has been addressed by the hospital officials.

Mr. Gary J. Uhl expressed his support in favor of Articles 2 and 3. He suggested that the proposed development shows a lot of concern for the town and healthcare and their goodwill and openness is very positive.

ACTION: The main motion, which requires a two-thirds vote, was presented and carried unanimously by voice vote.

ARTICLE 3: AMEND ZONING BY-LAW - MAP CHANGE TO MEDICAL OVERLAY DISTRICT

To see if the Town will vote to amend the Needham Zoning By-Law by amending the Zoning Map to place in the Medical Overlay District all that land in the area bounded and described as follows, superimposing that district over the existing Chestnut Street Business and General Residence Districts:

"The parcels shown on Needham Assessor's Map No. 47 as Parcels 51-55, bounded and described as follows: beginning at the intersection of the eastern sideline of Chestnut Street and the southern sideline of School Street, thence easterly along the southern sideline of School Street to the intersection of School Street and Lincoln Street, then southerly along the western sideline of Lincoln Street approximately six hundred feet to the southern boundary of Parcel 53 shown on Needham Assessors Plan No. 47, thence westerly approximately 150.00 feet along the southern boundary of said Parcel 53, thence southerly approximately 40 feet by the southern boundary of Parcel 54 shown on said Needham Assessor's Map, thence westerly approximately 178.74 feet along the southern boundary of said Parcel 54 to the eastern sideline of Chestnut Street, thence northerly along the eastern sideline of Chestnut Street to the point of beginning."

or take any other action relative thereto.

Article 3 Explanation: This article describes the geographical boundaries of the new Medical Overlay District which would generally include all that land now zoned Chestnut Street Business and General Residence and lying between Chestnut Street and Lincoln Street and between School Street and the southern boundary of property located at 111 Lincoln Street and 220 Chestnut Street (the "Needham Pediatrics" building and the "Needham Apothecary" building).

MOVED: That the Town vote to amend the Needham Zoning By-Law by amending the Zoning Map to place in the Medical Overlay District all that land in the area bounded and described as follows, superimposing that district over the existing Chestnut Street Business and General Residence Districts:

The parcels shown on Needham Assessor's Map No. 47 as Parcels 51-55, bounded and described as follows: beginning at the intersection of the eastern sideline of Chestnut Street and the southern sideline of School Street, thence easterly along the southern sideline of School Street to the intersection of School Street and Lincoln Street, then southerly along the western sideline of Lincoln Street approximately six hundred feet to the southern boundary of Parcel 53 shown on Needham Assessors Plan No. 47, thence westerly approximately 150.00 feet along the southern boundary of said Parcel 53, thence southerly approximately 40 feet by the southern boundary of Parcel 54 shown on said Needham Assessor's Map, thence westerly approximately 178.74 feet along the southern boundary of said Parcel 54 to the eastern sideline of Chestnut Street, thence northerly along the eastern sideline of Chestnut Street to the point of beginning.

ACTION: The main motion, which requires a two-thirds vote, was presented and carried unanimously by voice vote.

ARTICLE 4: AMEND ZONING BY-LAW - ADULT USE DISTRICT REGULATIONS

To see if the Town will vote to amend the Needham Zoning By-Law, as follows:

- (a) In Section 3.5, Adult Uses Overlay Districts, Subsection 3.5.3 Definitions, by revising the second, third, and fourth paragraphs, so that they shall read as follows (new language underlined):

"Adult Bookstore - an establishment having at least fifteen (15%) percent of its stock in trade, books, magazines, and other matter which are distinguished or characterized by their emphasis depicting, describing, or relating to sexual conduct or sexual excitement as defined in M.G.L. Chapter 272, Section 31."

"Adult Video Store - an establishment having at least fifteen (15%) percent of its stock in trade, videos, movies, or other film material which are distinguished or characterized by their emphasis depicting, describing, or relating to sexual conduct or sexual excitement as defined in M.G.L. Chapter 272, Section 31."

"Adult Paraphernalia Store - an establishment having at least fifteen (15%) percent of its stock devices, objects, tools, or toys which are distinguished or characterized by their emphasis depicting, describing or relating to sexual conduct or sexual excitement as defined in M.G.L. Chapter 272, Section 31."

- (b) In Section 3.5, Adult Uses Overlay Districts, Subsection 3.5.6 Special Permit Standards for Adult Uses, by adding the following paragraphs (d), (h), and (i); and by redesignating existing paragraph (d) as paragraph (e), existing paragraph (e) as paragraph (f), existing paragraph (f) as paragraph (g), existing paragraph (g) as paragraph (j), existing paragraph (h) as paragraph (k), existing paragraph (i) as paragraph (l), and existing paragraph (j) as paragraph (m):

"(d) All building openings, entries, and windows shall be screened in such a manner as to prevent visual access to the interior of the establishment by the public."

"(h) The Adult Use shall comply with all dimensional and parking requirements set forth in Section 5.1 Off-Street Parking Requirements of this By-Law. In addition, no off-site parking as is allowed by right in Section 5.1.3(m) and as is allowed by Special Permit in Section 3.2.1, shall be permitted."

"(i) If the Adult Use allows for the showing of films or videos within the premises, the booths in which the films or videos are viewed shall not be closed off by curtains, doors, or screens. All such booth openings shall be clearly seen from the center of the establishment."

or take any other action relative thereto.

Article 4 Explanation: This article proposes to place additional restrictions on adult uses as defined in state law. The first amendment would clarify the definition of the words "substantial" and "significant" by defining an adult bookstore, adult video store, and adult paraphernalia store, as one in which at least fifteen (15%) percent of the businesses stock in trade is distinguished or characterized by its emphasis on sexual conduct or sexual excitement as defined in M.G.L. Chapter 272, Section 31. While the present Zoning By-Law defines an adult business as having "a substantial or significant portion

of its stock in trade" classified as sexual, there is no clear definition of the words "substantial" or "significant." The second amendment would prohibit adult use businesses from having booths for viewing videos unless the booths are open, without screens or doors. The video would have to be clearly visible from all parts of the store. The third amendment would prevent adult use businesses from using off-site parking, thereby limiting the size of said businesses. Finally, the fourth amendment would require that building openings, entries, and windows be screened in such a manner as to prevent visual access to the interior of the establishment by the public.

The above amendments are offered as a follow-up to the May 1998 Annual Town Meeting at which time Town Meeting member Ms. Elsie Robinson offered a number of suggested revisions to the then proposed adult use Zoning By-Law. While some of the amendments offered by Ms. Robinson passed last spring, the Planning Board recommended studying other proposed amendments further before Town Meeting acted on the matter. The amendments presented in this article have received that further study and are now recommended by the Planning Board for your approval.

MOVED: That the Town vote to amend the Needham Zoning By-Law, as follows:

- (a) In Section 3.5, Adult Uses Overlay Districts, Subsection 3.5.3 Definitions, by revising the second, third, and fourth paragraphs, so that they shall read as follows (new language underlined):

"Adult Bookstore - an establishment having at least fifteen (15%) percent of its stock in trade, books, magazines, and other matter which are distinguished or characterized by their emphasis depicting, describing, or relating to sexual conduct or sexual excitement as defined in M.G.L. Chapter 272, Section 31."

"Adult Video Store - an establishment having at least fifteen (15%) percent of its stock in trade, videos, movies, or other film material which are distinguished or characterized by their emphasis depicting, describing, or relating to sexual conduct or sexual excitement as defined in M.G.L. Chapter 272, Section 31."

"Adult Paraphernalia Store - an establishment having at least fifteen (15%) percent of its stock devices, objects, tools, or toys which are distinguished or characterized by their emphasis depicting, describing or relating to sexual conduct or sexual excitement as defined in M.G.L. Chapter 272, Section 31."

- (b) In Section 3.5, Adult Uses Overlay Districts, Subsection 3.5.6 Special Permit Standards for Adult Uses, by adding the following paragraphs (d), (h), and (i); and by redesignating existing paragraph (d) as paragraph (e), existing paragraph (e) as paragraph (f), existing paragraph (f) as paragraph (g), existing paragraph (g) as paragraph (j), existing paragraph (h) as paragraph (k), existing paragraph (i) as paragraph (l), and existing paragraph (j) as paragraph (m):

"(d) All building openings, entries, and windows shall be screened in such a manner as to prevent visual access to the interior of the establishment by the public."

"(h) The Adult Use shall comply with all dimensional and parking requirements set forth in Section 5.1 Off-Street Parking Requirements of this By-

Law. In addition, no off-site parking as is allowed by right in Section 5.1.3(m) and as is allowed by Special Permit in Section 3.2.1, shall be permitted."

- "(i) If the Adult Use allows for the showing of films or videos within the premises, the booths in which the films or videos are viewed shall not be closed off by curtains, doors, or screens. All such booth openings shall be clearly seen from the center of the establishment.

Mrs. Devra G. Bailin, member, addressed this proposal on behalf of the Planning Board. She explained that this article places additional restrictions on the Adult Use By-Law which was passed at the May 1998 Annual Town Meeting. This article addresses several revisions offered last year by Mrs. Elsie Robinson, some of which were adopted last year, and these which were further studied and now recommended by the Planning Board.

In response to an inquiry from Mrs. Doris O. Waldstein, Mrs. Bailin advised that the courts have ruled that prohibition is a violation of the first amendment and that individual liquor applications go before the board of Selectmen and can only allow that use in restaurants which have to go before the Board of Appeals.

ACTION: The main motion was presented and carried by the required two-thirds vote as declared by the Moderator.

ARTICLE 5: ABANDON SEWER EASEMENT - REAR OF 80 CHARLES STREET

To see if the Town will vote to authorize the Board of Selectmen, in the name of the Town, to abandon a certain sewer easement the Town presently owns at the rear of 80 Charles Street and more fully shown as "Area of Existing Town of Needham Sewer Easement to be Abandoned, Reference Deed Book 2712, Page 315, of a plan entitled, Easement Plan of Land in Needham, Massachusetts (Norfolk County), July 2, 1998, Scale 1" = 30', Owner: Richard & Kenneth Epstein, Trustees;" on file at the Department of Public Works - Engineering Division. Prepared by Bradford Saevitz & Associates, Inc., Zero Campanelli Drive, Braintree, Mass. 02184, Sheet 1 of 1, Drawing No. 94643W02.

Or take any other action relative thereto.

Article 5 Explanation: As part of the proposed development of 161 and 163 Highland Avenue, the owner agrees to relocate the Town's sewer line located in the existing easement to a new easement granted to the Town. This is to the benefit of the Town, as the existing sewer line is seriously leaking and was scheduled to be replaced as part of the Reservoir Street sewer interceptor construction project. This Article will permit the Selectmen to abandon the sewer easement for that portion of the sewer line that is being replaced.

MOVED: That the Town vote to authorize the Board of Selectmen, in the name of the Town, to abandon a certain sewer easement the Town presently owns at the rear of 80 Charles Street and more fully shown as "Area of Existing Town of Needham Sewer Easement to be Abandoned, Reference Deed Book 2712, Page 315, of a plan entitled, Easement Plan of Land in Needham, Massachusetts (Norfolk County), July 2, 1998, Scale 1" = 30', Owner: Richard & Kenneth Epstein, Trustees;" on file at the Department of Public Works - Engineering Division. Prepared by Bradford Saevitz & Associates, Inc., Zero Campanelli Drive, Braintree, Mass. 02184,

Sheet 1 of 1, Drawing No. 94643W02.

Mr. John D. Marr, Jr., Selectman, addressed this proposal on behalf of the Board of Selectmen. He urged Town Meeting to vote in the affirmative to abandon the existing easement.

Mr. James G. Healy, member, Finance Committee, advised that the land developer will provide a new easement which will be granted to the Town at no charge.

The Moderator announced that Town Counsel requests a two thirds vote on this article.

ACTION: The main motion was presented and carried unanimously by voice vote.

9:15 P.M. At this time the evening break was called and the following Town Meeting Members were sworn in as tellers by the Moderator: Meredith P Page, Foster S. Crook, William R. Dermody, Leroy J. Nutile, Helen D. Jursek, and Jonathan M. Davis.

ARTICLE 6: AUTHORIZE LEASE OF TOWN LAND

To see if the Town will vote to authorize the Board of Selectmen, in the name and behalf of the Town, to execute a lease to the Needham Golf Club for 58.8± acres of land and building located thereupon, now occupied by it as lessee and owned by the Town, for a period of ten years upon such terms and conditions as determined by the Board of Selectmen; or take any other action relative thereto.

Article 6 Explanation: The Selectmen request authorization for a continued lease of property to the Needham Golf Club. The proposed terms, with regard to the principal issues identified during the lease process are as follows: Rent: \$210,000 per year, increasing annually by the greater of 2.5% or the CPI. Term: Ten Years, subject to language allowing the Town to take back the property for any lawful municipal purpose, by Town meeting vote. Club Membership. At least seventy-five percent of all new club members shall be Needham residents admitted on a first come, first served basis, except that the club may reject any applicant for good cause. At least ninety percent of all new members shall be Needham residents, unless there are insufficient qualified Needham residents on the waiting list. No person shall be denied membership because of sex, race, color, creed or national origin. Course access for non-member Needham residents. Non-member residents will be allowed to play the golf course during one full day and two part (after 3 PM) days per week. One of the part days will be on the weekend. Members will not be allowed to reserve tee times during residents' hours. The lease provides course access for the High School Golf Team (tryouts, pre-season and in-season practice rounds, and home matches), senior citizens and junior discount rates, and 9-hole greens fees. Consultation: Officers of the club will meet with the Selectmen or their designee annually, or at the request of either party, to review operation of the course and administration of the lease agreement. The schedule of Residents' days and other non-member resident access may be modified by agreement of the club and the Selectmen. The lease incorporates the present opening hours (8 AM weekdays, 7 AM weekends) and provides that the club will not open more than one hour earlier on a regular basis without approval of the Selectmen.

MOVED: That the Town vote to authorize the Board of Selectmen, in the name and behalf of the Town, to execute a lease to the Needham Golf Club for 58.8± acres, more or less, of land and buildings located thereupon, now occupied by it as lessee and owned by the Town, for a period of ten years upon such terms and

conditions as determined by the Board of Selectmen.

The Moderator announced that the subject matter of this article is the Needham Golf Club and he is a member of said club. He thought about this very hard and long and has come to the conclusion that as an elected official there would be no conflict, but he has great respect for the Town Meeting process. He, in consultation with his conscience, has chosen not to preside. He tendered Mr. Robert D. Friedman to serve as Moderator during the discussion under Article 6. Unanimous consent was given to the appointment of Mr. Friedman as Moderator and he was sworn in by the Town Clerk.

Before stepping down, Mr. Fee advised that several Town Meeting members has contacted him expressing their concern about the civility and decorum regarding the debate over this article. Mr. Fee indicated that he has observed matters that trouble him. He has seen accusations made and he requests that this not permeate this room. He further noted that Town Meeting members had contacted him and indicated that not all Town Meeting members had received materials that were sent out by the opponents and he has been assured by the Town Clerk that all labels issued were identical. The Moderator reiterated that we are one Town meeting family and he urged all Town Meeting members to be fair, respect our neighbors, and use good judgement.

At this time Mr. Daniel P. Matthews, Selectman, and Chairman, Golf Course Lease Study Committee, addressed this proposal on behalf of the Board of Selectmen and expressed his gratitude to the remarks of the Moderator. Mr. Matthews explained that the Board of Selectmen and the Golf Club Committee have determined the fair market value, have held public hearings, addressed the issue of increased access, and received a bid by the end of October. The Committee has held extra hearings and we have worked with Town Counsel who concurs that we have complied with the Uniform Procedures Act. We do have an agreement signed by the Needham Golf Club. While the land has several possibilities, the Committee determined that this was the best use of the land. We currently have a hybrid. The Town owns the land and the club owns the clubhouse, parking lot, and expensive equipment. A municipal range leaves a whole range of options. The conclusion of the Board of Selectmen is "no". With the current option, the private party takes the risk - not the town. The relationship with the Needham Golf Club is basically a good one. Problems with access were identified and adjusted including language addressing use of the grounds by the Needham High School golf team. Some very strict rules have been built into this contract. Mr. Matthews noted that increased interest in golf has created a waiting list. This lease provides \$2.3 million to the Town with no risk to the Town. The Board of Selectmen used the same approach as used in all other contracts. The yearly rent of \$210,000 is at the top of the range. Mr. Matthews recommended adoption of this proposal on behalf of the Board of Selectmen.

Mr. Paul G. Smith, Chairman, addressed this proposal on behalf of the Finance Committee. He advised that 75 years ago the residents of Needham made a decision not to develop this land and today it is still undeveloped. Mr. Smith indicated that he participated in this process and that it has been a diligent process - not a flawed process. The opposition has said there should be more. Certain people do not want this lease. Mr. Smith stated that the Finance Committee voted 6 - 0 to adopt this proposal. Two members of the Finance Committee have a relationship with the Needham Golf Club and they did not participate in the vote on this article.

Mr. Smith dispelled some myths appearing in a November

9th newspaper article:

1. The Golf Club Committee spent six months on the lease proposal - not six weeks.
2. The annual lease fee is increasing from \$36,000 to \$210,000.
3. There are individuals who have excused themselves from this process.
4. Four members of the Finance Committee who are Town Meeting Members were not invited to a hearing sponsored by the opposition. Selective mailing is an insult to this Town Meeting body.

Mr. Smith noted that the increase from \$36,000 to \$210,000 is a good increase. Several golf courses - Charles River, Wellesley, Woodlawn - are not comparable to Needham. They are 18-hole courses, not 9-hole courses. To go with the current lessees provide no risk to the Town. The neighbors support the golf course. The Lease is a good deal, the money is fair, the process is not flawed. The Finance Committee urges an affirmative vote on this proposal.

The following motion to amend was offered by Mr. James Hugh Powers: That the main motion under Article 6 is amended by adding to the end thereof the following paragraph:

"The Town authorizes the Board of Selectmen to file a Home Rule Petition, under the provisions of M.G.L.A. ch. 43B, in substantially the following form, with the General Court:

AN ACT AUTHORIZING THE NEEDHAM BOARD OF SELECTMEN TO CHANGE THE USE OF THE REAL ESTATE SHOWN AS LOTS B, C AND D ON A PLAN ENTITLED 'PLAN OF LAND OWNED BY THE TOWN OF NEEDHAM, MASS.', DATED MAY, 1940, FROM PROTECTING AND PRESERVING A WATERSHED AND WATER SUPPLY OF THE TOWN OF NEEDHAM TO SUCH OTHER USES AS IT DEEMS APPROPRIATE OR TO OTHERWISE DISPOSE OF SUCH REAL ESTATE.

Be it enacted by the Senate and House of Representatives of the General Court assembled, by a two thirds vote, taken by yeas and nays, pursuant to the Massachusetts Constitution, Article of Amendment 49, as annulled and superseded by Article of Amendment 97, as follows:

SECTION 1. That the Board of Selectmen of the Town of Needham with Town Meeting approval is authorized to change the purpose of the use of the land shown as lots B, C and D on a Plan entitled "Plan of Land Owned by the Town of Needham, Mass., from protecting and preserving a watershed and water supply of the Town of Needham to such other uses as it deems appropriate or to otherwise dispose of such real estate,

SECTION 2. This act shall take effect upon its acceptance by vote of the Town of Needham, acting by its Town Meeting."

Mr. Powers advised that his amendment would authorize the Board of Selectmen to seek Home Rule legislation to change the land designation currently listed as watershed property. He noted that with the current water level, nobody would drink that water.

A motion to refer the subject matter of Article 6 back to the Board of Selectmen for further study was offered by Mr. Alan S. Fanger. Mr. Fanger noted that studies are not infallible, the Board of Selectmen are not infallible, and processes are not infallible. This process was seriously flawed. People are in the golf course business to make money. He also indicated that the bidding process was flawed in that it was so limited that only the Needham Golf Club would bid. He questioned how the property is utilized and suggested that the golf club did not come with its utilization rate. He further suggested that the town could take the land and be open to a lawsuit. He urged Town Meeting to think about their mission and send the article back for further study.

A second motion to amend was offered by Joanne Aliber by replacing the word "ten" with the words "up to two", so that the text of the article as amended would read as follows:

To see if the Town will vote to authorize the Board of Selectmen, in the name and behalf of the Town, to execute a lease to the Needham Golf Club for 58.8± acres of land and building located thereupon, now occupied by it as lessee and owned by the Town, for a period of up to two years upon such terms and conditions as determined by the Board of Selectmen; or take any other action relative thereto.

Mr. Richard B. Weitzen raised the point of order that he would like to have people be allowed to address Town meeting from the podium.

Mrs. Jill E. Owens raised the point of order and moved that people be allowed to use the podium. The moderator did not allow the motion. The procedure to have Town officials only use the podium is a ruling by the Moderator.

Mr. Michael Goldberg, resident, thanked Town Meeting members for allowing him to address this issue. He noted that Mrs. Aliber's motion to amend is simply to limit the term of the golf club lease from ten years to two years. He stated that the opponents believe this land should be available to the greatest number of residents as possible and not to a very few.

Mr. Goldberg further opined that the Golf Course Study Committee did not obtain the club's financial information and that no appraisal was obtained before today. He also stated that no information on club membership or comparables was obtained. All of the comparable golf courses are private - not public and the most troubling is the limits on the bidding process. All were effectively prevented from bidding. According to Mr. Goldberg further stated that this proposal does not give meaningful access. Since there is so much disagreement, he urged support of either the motion to amend to two years or the motion to refer.

Mr. Jonathan M. Davis raised a point of order questioning the limits of debate. Acting Moderator Robert D. Friedman advised that the limit of debate for proponents is 20 minutes.

Mr. Paul Theodore Owens raised a point of order regarding the disallowance of the use of the podium except for appointed boards and officials. The Acting Moderator ruled Mr. Owens out of order.

Mr. Michael T. Vaughn advised that the Town Meeting handbook stated that Town Meeting members may not appeal a procedural ruling of the Moderator.

Mrs. Meredith P. Page spoke in favor of the Board of

Selectmen's proposal and urged support of Article 6.

Mrs. Lois Sockol advised that she is not a golfer, but she does love that open space and wants it to continue as open space. She further noted that she has faith in the Board of Selectmen and the Finance Committee and trusts their judgement. This lease is not unfair to the town. It is good for the town and the people.

Mr. Ethan F. Fener suggested that the town should not be in the golf course business and urged support of the motion to refer.

Mr. Ron Sockol suggested that whatever is done tonight, we should let the user be successful. He indicated a love for the present open space and urged support of this article.

Mrs. Jill E. Owens indicated that the Board of Selectmen and the Finance Committee do a good job for this town, but expressed concern about appearances. We have seen no financial statements from the golf club and no utilization figures. Mrs. Owens would like to see this article referred back and brought back to the Special Town Meeting in February.

Mr. Bruce T. Eisenhut suggested that this study should have begun two years ago - not six months ago. He further expressed concern that the club's fungicide applications should have been specified in the RFP certification process. Most clubs are required to submit these specifications.

Mr. George Lambert, President, Needham Golf Club, addressed this proposal urging that Town Meeting retain the integrity of the open space. The 10-year lease was negotiated through the Board of Selectmen and the Town is guaranteed \$210,000± 2.5% or the CPI. Course access has been expanded to allow non-member Needham residents to play the golf course during one full day and two part days per week. Mr. Ronald Kirkman, manager, is a leader in the field of fungicide and pesticide application and we follow all the rules.

Mr. John J. Romeo advised that the short term lease is in the best interest of the Town.

After a lengthy discussion, a motion to move the previous question on the motions under Article 6 was offered by Mr. Gerald R. Browne. The motion was presented, but the Moderator was in doubt as to the voice vote. The motion was again presented and carried by a count of hands. The hand count was Yes 175 - No 38.

Mr. Fanger's motion to refer was presented, but failed to pass by voice vote. Joanne Aliber requested a count of hands and was joined by the required minimum of 25 Town Meeting Members. The motion was again presented, but it failed to pass by a count of hands. The hand count was Yes 81 - No 133.

Mrs. Aliber's motion to amend was presented, but failed to pass by voice vote. Mr. Richard B. Weitzen requested a count of hands and was joined by the required minimum of 25 Town Meeting Members. The motion was again presented, but it failed to pass by a count of hands. The hand count was Yes 83 - No 128.

After a brief discussion, Mr. Powers' motion to amend was presented, but it failed to pass by voice vote.

ACTION: The main motion was presented, but the Moderator was in doubt as to the voice vote. The motion was again presented and carried by a count of hands. The hand count was Yes 121 - No 93.

At 11:58 P.M. Mr. Gilbert W. Cox, Jr. moved that the Special Town Meeting stand adjourned to Wednesday, November 18, 1998 at 7:30 P.M. at the Pollard Middle School and it was so voted unanimously.

Theodora K. Eaton, CMC,
Town Clerk

a true copy
ATTEST:

ADJOURNED SPECIAL TOWN MEETING

Wednesday, November 18, 1998

Pursuant to adjournment of the Special Town Meeting held November 16, 1998, the Inhabitants of the Town of Needham qualified to vote in Town Affairs met in the Pollard Middle School on Wednesday, November 18, 1998, at 7:30 P.M.

Check lists were used and 223 Voters were checked on the list as being present, including 208 Town Meeting Members.

Jordan Pransky and Jennifer Tucker were thanked by the Moderator for their assistance on the microphones this evening.

The Moderator declared a quorum to be present and requested the Town Clerk to so record.

At this time a motion to reconsider Article 6 was offered by Mr. Richard B. Weitzen. The Moderator noted that he will not preside over Article 6 and would designate Mr. Robert D. Friedman to serve in his place. He also asked that discussion under the motion to reconsider be delayed until Mr. Friedman arrives. It was anticipated that Mr. Friedman would be delayed due to a work commitment.

Discussion commenced under Article 7

ARTICLE 7: AMEND THE FISCAL YEAR 1999 BUDGET

To see if the Town will vote to amend and supersede certain parts of the 1999 Operating Budget adopted under Article 24 of the 1998 Annual Town Meeting, by deleting the amounts of money appropriated under some of the line items and appropriating new amounts for some of the line items;

Line Item	Appropriation	Changing From	Changing To
012	Insurance, General	\$ 358,000	258,000
017	Maturing Bonds	1,363,450	1,350,000
018	Interest	289,626	281,000
102	Selectmen,		

	Purchase of Service	122,428	122,928
103	Selectmen, Expenses	18,220	17,720
209	Finance Committee, Salaries	14,255	21,255
211	Finance Committee, Reserve Fund	645,712	707,712
303	School Department, Expenses	865,006	966,131
405	Fire Department, Salaries	4,094,929	4,088,429
406	Fire Department, Purchase of Service	118,225	91,120
407	Fire Department, Expenses	143,675	152,780
408	Fire Department, Capital Outlay	0	52,500
501	Public Works, Salaries	2,049,571	2,047,071
502	Public Works, Purchase of Service	468,576	471,076
504	Public Works, Capital Outlay	0	6,000
506	Building Maintenance, Salaries	1,840,852	1,848,092
507	Bldg Maintenance, Purchase of Service	1,354,633	1,379,796
508	Bldg Maintenance, Expenses	270,385	286,474
509	Bldg Maintenance, Capital Outlay	56,000	67,505
510A	PPBC, Purchase of Service	0	1,500
512	PPBC, Capital Outlay	1,500	0
605A	Veterans' Services Purchase of Service	150	250
606	Veterans' Services Expenses	3,350	3,250

And that the following items be fully or partially funded in the following amounts by a transfer from:

	Overlay Surplus	
012	Insurance, general	135,000
211	Finance Committee Reserve Fund	645,000

Or take any other action relative thereto.

MOVED: That the Town vote to amend and supersede certain parts of the 1999 Operating Budget adopted under Article 24 of the 1998 Annual Town Meeting, by deleting the amounts of money appropriated under some of the line items and appropriating new amounts for some of the line items:

Line Item	Appropriation	Changing From	Changing To
012	Insurance, General	\$ 358,000	258,000
017	Maturing Bonds	1,363,450	1,350,000
018	Interest	289,626	281,000
102	Selectmen, Purchase of Service	122,428	122,928
103	Selectmen, Expenses	18,220	17,720
209	Finance Committee, Salaries	14,255	21,255
211	Finance Committee, Reserve Fund	645,712	707,712

303	School Department, Expenses	865,006	966,131
405	Fire Department, Salaries	4,094,929	4,088,429
406	Fire Department, Purchase of Service	118,225	91,120
407	Fire Department, Expenses	143,675	152,780
408	Fire Department, Capital Outlay	0	52,500
501	Public Works, Salaries	2,049,571	2,047,071
502	Public Works, Purchase of Service	468,576	471,076
504	Public Works, Capital Outlay	0	6,000
506	Building Maintenance, Salaries	1,840,852	1,848,092
507	Bldg Maintenance, Purchase of Service	1,354,633	1,379,796
508	Bldg Maintenance, Expenses	270,385	286,474
509	Bldg Maintenance, Capital Outlay	56,000	67,505
510A	PPBC, Purchase of Service	0	1,500
512	PPBC, Capital Outlay	1,500	0
605A	Veterans' Services Purchase of Service	150	250
606	Veterans' Services Expenses	3,350	3,250

And that the following items be fully or partially funded in the following amounts by a transfer from:

	Overlay Surplus	
012	Insurance, general	135,000
211	Finance Committee Reserve Fund	645,000.

A motion to amend was offered by Mr. Paul G. Smith under Line Item 102, column Changing To, to strike the amount "\$122,928" and inserting in place thereof the amount "\$123,328".

Mr. Paul G. Smith, Chairman, reviewed the various line items on behalf of the Finance Committee and noted that the Town must specifically assign the Overlay Surplus. The net of all changes is \$142,000.

In response to an inquiry from Mr. Everett E. Hicks, Mr. John H. Cogswell, Selectman, advised that the article to purchase a new car for the Fire Chief was removed from the Annual Town Meeting warrant last year. He further noted that there is a schedule of vehicle replacement and that the Fire Chief's vehicles is passed down to the Deputy Fire Chief.

Mrs. Joanne Aliber requested Town Meeting to seriously consider the School budget and address some of the basic necessities.

A motion to refer the subject matter of Article 7 back to the Finance Committee was offered by Joanne Aliber.

Mr. Smith explained that the Finance Committee goes through a very diligent process which must be adhered to by the various town departments. The School Department, however, is different and can change line items without going back to Town Meeting. He suggested that individuals with concerns over the School

budget should really attend the School Committee meetings.

Mrs. Cynthia Conturie concurred with Mrs. Aliber. She advised that there is no soap in the school bathrooms and the textbooks are inadequate. Mrs. Conturie lead the discussion into Article 6 and the Moderator requested that she refrain from going outside the bounds of Article 7.

After a brief discussion, a motion to move the previous question was offered by Mr. John F. Millgan. The motion was presented and carried by voice vote.

Mrs. Aliber's motion to refer the subject matter of Article 7 back to the Finance Committee was presented, but it failed to pass by voice vote.

Mr. Smith's motion to amend under Line Item 102 was presented and carried unanimously by voice vote.

ACTION: The main motion, as amended, was presented and carried by voice vote.

VOTED: That the Town vote to amend and supersede certain parts of the 1999 Operating Budget adopted under Article 24 of the 1998 Annual Town Meeting, by deleting the amounts of money appropriated under some of the line items and appropriating new amounts for some of the line items:

Line Item	Appropriation	Changing From	Changing To
012	Insurance, General	\$ 358,000	258,000
017	Maturing Bonds	1,363,450	1,350,000
018	Interest	289,626	281,000
102	Selectmen, Purchase of Service	122,428	123,328
103	Selectmen, Expenses	18,220	17,720
209	Finance Committee, Salaries	14,255	21,255
211	Finance Committee, Reserve Fund	645,712	707,712
303	School Department, Expenses	865,006	966,131
405	Fire Department, Salaries	4,094,929	4,088,429
406	Fire Department, Purchase of Service	118,225	91,120
407	Fire Department, Expenses	143,675	152,780
408	Fire Department, Capital Outlay	0	52,500
501	Public Works, Salaries	2,049,571	2,047,071
502	Public Works, Purchase of Service	468,576	471,076
504	Public Works, Capital Outlay	0	6,000
506	Building Maintenance, Salaries	1,840,852	1,848,092
507	Bldg Maintenance, Purchase of Service	1,354,633	1,379,796
508	Bldg Maintenance, Expenses	270,385	286,474
509	Bldg Maintenance, Capital Outlay	56,000	67,505
510A	PPBC,		

	Purchase of Service	0	1,500
512	PPBC, Capital Outlay	1,500	0
605A	Veterans' Services		
	Purchase of Service	150	250
606	Veterans' Services		
	Expenses	3,350	3,250

And that the following items be fully or partially funded in the following amounts by a transfer from:

	Overlay Surplus	
012	Insurance, general	135,000
211	Finance Committee Reserve Fund	645,000.

ARTICLE 8: AMEND THE FISCAL YEAR 1999 WATER ENTERPRISE FUND BUDGET

To see if the Town will vote to amend and supersede certain parts of the 1999 Water Enterprise Fund Budget adopted under Article 25 of the 1998 Annual Town Meeting, by deleting the amounts of money appropriated under some line items and appropriating new amounts; under the provisions of M.G.L. Chapter 44, Section 53F ½;

Line Item	Appropriation	Changing From	Changing To
902	Purchase of service	\$ 251,991	\$256,991
905	MWRA assessment	154,221	329,482
907	Debt service	780,000	615,000

\$5,000 to be raised from the Water Enterprise Fund Retained Earnings.

Or take any other action relative thereto.

Article 8 Explanation: Budget adjustments reflect final MWRA assessments and debt service amounts that were not known at the time of the Annual Town Meeting in May. The increase in the purchase of service category is for professional and technical services related to meter replacement and automated meter reading options.

MOVED: That the Town vote to amend and supersede certain parts of the 1999 Water Enterprise Fund Budget adopted under Article 25 of the 1998 Annual Town Meeting, by deleting the amounts of money appropriated under some line items and appropriating new amounts; under the provisions of M.G.L. Chapter 44, Section 53F ½;

Line Item	Appropriation	Changing From	Changing To
902	Purchase of service	\$ 251,991	\$256,991
905	MWRA assessment	154,221	329,482
907	Debt service	780,000	615,000

\$5,000 to be raised from the Water Enterprise Fund Retained Earnings.

A motion to discuss Articles 8 and 9 together, but vote on separately was offered by Mr. James Healy. The Moderator sought unanimous consent and it was so given.

Mr. Ronald Culgin, member, addressed these proposals on behalf of the Finance Committee. He explained that the increase in line items 902 and 909 Purchase of Services of \$5,000 is for review

of the various water meter reading systems.

In response to an inquiry from Mr. John E. Comando, approximate retained earnings in the Water Enterprise Fund is 12% and in the Wastewater Enterprise Fund is 11%.

In response to several inquiries, Mr. John H. Cogswell, Selectman, explained that the monies are to be spent to assess and analyze the various proposals.

After a brief discussion, a motion to move the previous question on Articles 8 and 9 was offered by Mr. Frederick Waldman.

ACTION: The main motion was presented and carried by voice vote.

ARTICLE 9: AMEND THE FISCAL YEAR 1999 WASTEWATER ENTERPRISE FUND BUDGET

To see if the Town will vote to amend and supersede certain parts of the 1999 Wastewater Enterprise Fund Budget adopted under Article 26 of the 1998 Annual Town Meeting, by deleting the amounts of money appropriated under some line items and appropriating new amounts; under the provisions of M.G.L. Chapter 44, Section 53F ½;

Line Item	Appropriation	Changing From	Changing To
909	Purchase of service	\$ 103,888	\$ 108,888
912	MWRA assessment	3,961,491	4,088,380
914	Debt service	910,000	886,000

And with an additional \$145,595 to be raised from Wastewater Enterprise Fund Retained Earnings.

Or take any other action relative thereto.

Article 9 Explanation: Budget adjustments reflect final MWRA assessments and debt service amounts that were not known at the time of the Annual Town Meeting in May. The increase in the purchase of service category is for professional and technical services related to meter replacement and automated meter reading options.

MOVED: That the Town vote to amend and supersede certain parts of the 1999 Wastewater Enterprise Fund Budget adopted under Article 26 of the 1998 Annual Town Meeting, by deleting the amounts of money appropriated under some line items and appropriating new amounts; under the provisions of M.G.L. Chapter 44, Section 53F ½;

Line Item	Appropriation	Changing From	Changing To
909	Purchase of service	\$ 103,888	\$ 108,888
912	MWRA assessment	3,961,491	4,088,380
914	Debt service	910,000	886,000

And with an additional \$145,595 to be raised from Wastewater Enterprise Fund Retained Earnings.

ACTION: The main motion was presented and carried by voice vote.

At this time, Mr. Robert D. Friedman arrived and Mr. Weitzen's motion to reconsider Article 6 was brought forward.

Moderator Michael K. Fee passed the gavel on to Mr. Friedman. Mr. Friedman stated that he would recognize Mr. Richard B. Weitzen and he proceeded to the podium.

In response to Mr. Alan S. Fanger, Mr. Friedman stated that Mr. Weitzen is an elected official, but not a Selectman or member of the Finance Committee.

Mr. Daniel P. Matthews, Selectman, requested that speakers be allowed to use the main podium. In response, Mr. Friedman stated that the Newman auditorium was still undergoing renovations and felt it appropriate not to have other than those officials sitting at the front use the podium. The Pollard auditorium is not undergoing renovations and it is appropriate for speakers to use the podium.

Mr. Richard B. Weitzen listed the following reasons to reconsider Article 6: Not all individuals allowed to address this proposal, Park and Recreation Commission is in negotiations with the Golf Club for Senior citizen usage, only two Golf Club Committee meetings had all parties in attendance, Finance Committee member did not attend the first two meetings, golf course lease should have been available. Mr. Weitzen indicated that he would like to see Article 6 reconsidered in its entirety.

Mr. Daniel P. Matthews, Selectman, stated that the Board of Selectmen oppose reconsideration of Article 6. He also noted that Mr. James Hugh Powers' motion should have been printed in advance. He questioned what caused all this attention to this particular issue. He indicated that it is not the contract process. It is not leasing the land to a private party because the Town rented the Newman School, High Rock School, and the Stephen Palmer School. It is not a flawed process. Mr. Matthews also stated that no club members assisted in the discussion process. The Board of Selectmen does not change zoning - the Planning Board and Town Meeting change local zoning. The Moderator suggested that Mr. Matthews stay with the discussion - specifically whether or not to reconsider the motion under Article 6. Mr. Matthews advised that all items were addressed and believes that they took the right action on Monday night.

Mr. James Hugh Powers suggested that Town meeting had dealt with this proposal as much as possible.

After a brief discussion, a motion to move the previous question was offered by Mr. Eugene S. McMorow. The motion was presented and carried by voice vote.

The motion to reconsider Article 6 was presented, but it failed to pass by voice vote. Mr. Alan S. Fanger requested a roll call vote, but was not joined by the required 25 members. Mr. Weitzen requested a count by hands and was joined by at least seven (7) Town Meeting Members. The motion was again presented, but it failed to pass by voice. The hand count was Yes 55 - No 143.

ARTICLE 10: AMEND FISCAL YEAR 1999 SOLID WASTE / RECYCLING ENTERPRISE FUND BUDGET

To see if the Town will vote to amend and supersede certain parts of the 1999 Solid Waste/ Recycling Enterprise Fund Budget adopted under Article 27 of the 1998 Annual Town Meeting, by deleting the amounts of money appropriated under some line items and appropriating new amounts; under the provisions of M.G.L. Chapter 53F1/2;

Line Item	Appropriation	Changing From	Changing To
916	Purchase of service	\$1,226,440	\$ 911,211
917	Expenses	219,080	151,220
920	Debt service	232,000	222,815

Or take any other action relative thereto.

Article 10 Explanation: With the closing of the Town's landfill and the implementation of the Pay-Per-Throw trash disposal program, the Department of Public Works has been able to refine its estimate of the amount of solid waste and recyclable materials it will be processing this year. The decrease in the purchase of service and expense line-items reflect a reduction in the amount of solid waste the Town must transport to the regional waste-to-energy facility in Millbury. The decrease in debt service reflects actual debt service payments that were not known at the time of the Annual Town Meeting.

MOVED: That the Town vote to amend and supersede certain parts of the 1999 Solid Waste/ Recycling Enterprise Fund Budget adopted under Article 27 of the 1998 Annual Town Meeting, by deleting the amounts of money appropriated under some line items and appropriating new amounts; under the provisions of M.G.L. Chapter 53F1/2;

Line Item	Appropriation	Changing From	Changing To
916	Purchase of service	\$1,226,440	\$ 911,211
917	Expenses	219,080	151,220
920	Debt service	232,000	222,815

Mr. Paul Milligan, Vice Chairman, addressed this proposal on behalf of the Finance Committee. He noted that Line Item 916 represents a reduction in amount of solid waste the town must transport to Millbury.

Mr. Daniel P. Matthews, Selectman, explained that there may be the ability to reduce expenses further, but the Board of Selectmen are waiting to have a full year's experience. In response to an inquiry from Mr. Ted Weiner, Mr. Matthews indicated that the Board did not want to be in a situation where they had to increase costs at a later date.

Mrs. Bonnie Jean Tower commended the Board of Selectmen and the Department of Public Works on a great recycling job.

A motion to move the previous question was offered by Mr. Maurice P. Handel. The motion was presented and carried unanimously by voice vote.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 11 was previously withdrawn on November 16, 1998.

ARTICLE 12: APPROPRIATE FOR POLLARD SCHOOL HVAC EQUIPMENT

To see if the Town will vote to raise and appropriate the sum of \$220,000 for modifications to the HVAC system at the Pollard Middle School, to be spent under the direction of the

Municipal Building Maintenance Board and that to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow up to \$220,000 for a period of up to 20 years under M.G.L. Chapter 44, Section 7; or take any other action relative thereto.

Article 12 Explanation: Following the recommendations of an independent study of the heating, ventilation and air conditioning (HVAC) systems at the Pollard School, the Municipal Building Maintenance Department has contracted for the re-balancing of the HVAC systems. During this re-balancing effort, it was determined that a number of repairs and modifications are necessary to certain HVAC units. This appropriation, if approved, will cover the cost of these repairs and will allow the HVAC system to function at its design capacity.

MOVED: That the Town vote to raise and appropriate the sum of \$220,000 for modifications to the HVAC system at the Pollard Middle School, to be spent under the direction of the Municipal Building Maintenance Board and that to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow up to \$220,000 for a period of up to 20 years under M.G.L. Chapter 44, Section 7; or take any other action relative thereto.

A motion to amend was offered by Mr. William M. Powers as follows: To strike the sum of "\$220,000" and insert in place thereof the sum "\$35,000"; to strike the words "for modifications" and insert in place thereof the words "for design specifications"; to strike the words "Municipal Building Maintenance Board" and to insert in place thereof the words "Permanent Public Building Committee"; to strike the remaining words beginning with "that to meet this appropriation..." and insert in place thereof the words "raised from the tax levy."; and to add the following sentence at the end of the paragraph: "this is an emergency measure necessary for the immediate preservation of the safety and convenience of the Town, and therefore final vote of the Town Meeting passing this measure shall be immediately operative."

Mr. Ronald Culgin, member, addressed this proposal and recommended adoption on behalf of the Finance Committee.

Mrs. Harriett D. Tippet spoke in favor of this proposal.

In response to an inquiry from Mrs. Doris O. Waldstein, Mr. David S. Tobin, Town Counsel, advised that there is a lawsuit against the architects and if there is a determination that there is fault with the HVAC work, this would be added to the lawsuit.

The motion to amend was presented and carried unanimously by voice vote.

ACTION: The main motion, as amended, was presented and carried unanimously by voice vote.

VOTED: That the Town vote to raise and appropriate the sum of \$35,000 for design specifications to the HVAC system at the Pollard Middle School, to be spent under the direction of the Permanent Public Building Committee and raised from the tax levy. This is an emergency measure necessary for the immediate preservation of the safety and convenience of the Town, and therefore final vote of the Town Meeting passing this measure shall be immediately operative.

ARTICLE 13: APPROPRIATE FOR COMPREHENSIVE FACILITY STUDY

To see if the Town will vote to raise and appropriate the sum of \$55,000 for site analysis work to be conducted as part of the Comprehensive Facility Study; to be spent under the direction of the Board of Selectmen and raised from the tax levy; or take any other action relative thereto.

Article 13 Explanation: The final phase of the Comprehensive Facility Study, approved by Town Meeting in 1997, involves determining whether certain Town owned properties can support new school buildings. This site assessment work includes: soil borings for geotechnical and water table sampling and environmental analysis of soil samples for the following locations: Nike site, DeFazio field, High Rock School, Newman School and the Eliot School. Following this work, recommendations will be made to Town Meeting for the location of a new elementary school.

MOVED: That the Town vote to raise and appropriate the sum of \$55,000 for site analysis work to be conducted as part of the Comprehensive Facility Study; to be spent under the direction of the Board of Selectmen and raised from the tax levy.

The Moderator announced that this article has changed drastically and the proponents request that Town Meeting vote no on this motion and a second main motion will be offered.

Mr. John H. Cogswell, Selectman, requested that the co-chairmen of the Comprehensive Facilities Study Committee, Karl H. Clauset and Patricia Carey, address this proposal. Unanimous consent was given to allow Patricia Carey, non-resident, address Town Meeting.

Mr. Karl H. Clauset advised that the Comprehensive Facilities Study Committee recommended this proposal to the Board of Selectmen because there is still work to be completed in determining whether or not certain properties can support new school buildings.

Patricia Carey advised that site borings for geotechnical and water table sampling is to be done at the Nike site, DeFazio field, High Rock School, Newmand School and the Eliot School.

Mr. Paul Milligan, Vice Chairman, recommended adoption of the second main motion on behalf of the Finance Committee.

Mrs. Cynthia Conturie noted that her children went to High Rock School and it would be unwise to let those 25 classrooms go to waste.

Mr. William M. Powers urged support of this article - not as a member of the Board of Selectmen, but as an individual.

After a brief discussion, a motion to move the previous question was offered by Mr. John F. Milligan. The motion was presented and carried unanimously by voice vote.

ACTION: The main motion was presented, but it failed to pass unanimously by voice vote.

At this time a second main motion was offered as follows:

MOVED: That the Town will vote to raise and appropriate the sum of \$67,500 for site analysis work to be conducted as part of the Comprehensive Facility Study; to be spent under the direction of the Board of Selectmen and raised from the tax levy. This is an emergency measure necessary for the immediate preservation of the safety and convenience of the Town, and therefore final vote of the Town Meeting passing this measure shall be immediately operative.

ACTION: The second main motion was presented and carried unanimously by voice vote.

ARTICLE 14: APPROPRIATE FOR HIGH SCHOOL GYM - ROOF RECONSTRUCTION

To see if the Town will vote to raise and appropriate the sum of \$210,000 for the engineering, reconstruction and extraordinary repairs to the high school gym roof, to be spent under the direction of the Permanent Public Building Committee, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow up to \$210,000 for a period of up to 20 years under M.G.L., Chapter 44, Section 7; or take any other action relative thereto.

Article 14 Explanation: During the High School Roof replacement project which occurred this past summer, it was discovered that water had infiltrated beneath the Gym roof surface. This problem was not detected in earlier assessments of the High School roof and, therefore, was not included in the previous roof work. It is the intent of the PPBC to have design specifications prepared and the contract awarded in time for the work to be completed during the summer of 1999.

MOVED: That the Town vote to raise and appropriate the sum of \$210,000 for the engineering, reconstruction and extraordinary repairs to the high school gym roof, to be spent under the direction of the Permanent Public Building Committee, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow up to \$210,000 for a period of up to 20 years under M.G.L., Chapter 44, Section 7.

Mr. John H. Cogswell, Selectman, addressed this proposal on behalf of the Board of Selectmen. He explained that the town has replaced 23 of the 25 sections of the High School roof. They found that leaks had infiltrated the gymnasium roof.

Mr. Ronald Culgin, member, recommended adoption on behalf of the Finance Committee.

In response to an inquiry from Mrs. Doris O. Waldstein, Mr. Cogswell explained that the Town must go out to bid and select the low bidder.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 15: APPROPRIATE FOR CHESTNUT STREET PARKING LOT RECONSTRUCTION

To see if the Town will vote to raise and appropriate the sum of \$425,000 for the reconstruction of the Chestnut Street parking lot, to be spent under the direction of the Board of Selectmen, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow up to \$425,000 for a period of up to five years under M.G.L., Chapter 44, Section 7; or take any other action relative thereto.

Article 15 Explanation: At the November 1997 Special Town Meeting, \$70,000 was appropriated to design and prepare specifications for the reconstruction and expansion of the Chestnut Street parking lot. The proposal to re-design this lot includes swapping 3,600 square feet of the existing lot on Chestnut Street for 9,600 square feet of privately owned land along Chestnut Road. In addition, the re-design calls for turning Chestnut Road into a pedestrian way. If funding is approved, the work would likely

be completed by the Fall of 1999.

MOVED: That the Town vote to raise and appropriate the sum of \$425,000 for the reconstruction of the Chestnut Street parking lot, to be spent under the direction of the Board of Selectmen, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow up to \$425,000 for a period of up to five years under M.G.L., Chapter 44, Section 7.

A motion to amend was offered by Mr. John H. Cogswell by adding, after the words "Board of Selectmen," the first time they appear, the following: "and to acquire land or easements to use land adjacent to the Chestnut Street Parking Lot for parking lot purposes".

Mr. John H. Cogswell, Selectmen, indicated that this proposal complies with the recommendation of the Planning Board and further that the Board of Selectmen recommend adoption of this article.

Mr. James G. Healy, member, addressed this proposal on behalf of the Finance Committee. He advised that this is the fourth stage of this project and an opportunity to upgrade the downtown area. He urged adoption of this article.

In response to an inquiry from Mr. Eugene S. McMorrow, Mr. Cogswell explained that there is an increase in employee parking spots in the Chestnut Street lot that will be offset by a decrease in the Chapel Street lot.

Mrs. Sally B. Powers expressed concern with the low cost of permit parking at a rate of \$25 per year. Mrs. Lois Sockol concurred and suggested that this is not a reasonable payback to the town.

After a brief discussion, a motion to move the previous question was offered by Mr. Paul H. Durda. The motion was presented and carried unanimously by voice vote.

The motion to amend was presented and carried unanimously by voice vote.

ACTION: The main motion, as amended, which requires a two thirds vote, was presented and carried by the required two thirds vote as declared by the Moderator.

VOTED: That the Town vote to raise and appropriate the sum of \$425,000 for the reconstruction of the Chestnut Street parking lot, to be spent under the direction of the Board of Selectmen, and to acquire land or easements to use land adjacent to the Chestnut Street parking lot for parking purposes, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow up to \$425,000 for a period of up to five years under M.G.L., Chapter 44, Section 7.

ARTICLE 16: APPROPRIATE TO STABILIZATION FUND

To see if the Town will vote to raise and appropriate the sum of \$204,171 to the Stabilization Fund, as provided for under M.G.L. Chapter 40, Section 5B as amended; or take any other action relative thereto.

MOVED: That the Town will vote to raise and appropriate the sum

of \$204,171 to the Stabilization Fund, as provided for under M.G.L. Chapter 40, Section 5B as amended.

A motion to amend was offered by Mr. Paul G. Smith to strike the amount of "\$204,171" and insert in place thereof "\$121,271".

Mr. Smith's motion to amend was presented and carried unanimously by voice vote.

ACTION: The main motion, as amended, was presented and carried unanimously by voice vote.

VOTED: That the Town will vote to raise and appropriate the sum of \$121,271 to the Stabilization Fund, as provided for under M.G.L. Chapter 40, Section 5B as amended.

ARTICLE 17: APPROPRIATE FOR WEST STREET FORCE MAIN CONSTRUCTION

To see if the Town will vote to amend the vote passed under Article 59 of the 1998 Annual Town Meeting, to provide that all or a portion of the \$1,250,000 appropriated for the engineering, construction or reconstruction of sewers, sewerage systems and sewage disposal facilities consisting in whole or in part of infiltration/inflow improvements; to be spent under the direction of the Board of Selectmen; and that to meet this appropriation \$55,500 be appropriated from the Wastewater Enterprise Fund - Fund Balance Reserved for Infiltration / Inflow Account, and further, that the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow up to \$1,194,500 for a period of up to thirty years under M.G.L. Chapter 44, Section 7, and/all or a portion of such amount from the Massachusetts Water Pollution Abatement Trust established pursuant to M.G.L. Chapter 29C and in connection therewith to enter into a loan agreement and/or security agreement with the Trust and Department of Environmental Protection with respect to such loan and for any federal or state aid available for the project or for the financing thereof; and/or all or portion of such amount from the Massachusetts Water Resources Authority ("MWRA") and in connection therewith to enter into a loan agreement and/or security agreement with the MWRA with respect to such loan; and that the Board of Selectmen is authorized to enter into a project regulatory agreement with the Department of Environmental Protection, to expend all funds available for the project; and that the Board of Selectmen be authorized to contract for and expend any federal, state or other aid available for the project, including any grant related to such project from the MWRA; or take any other action relative thereto.

Article 17 Explanation: The appropriation for this project, which was initially approved at the 1998 Annual Town Meeting, is being re-voted to change the wording to allow the Town to take advantage of potential State and MWRA 0 Percent interest loan programs. This Article also seeks an appropriation of a portion of the wastewater enterprise fund balance for this project. This fund balance has resulted from the accumulation of interest income from the investment of prior years' MWRA loan funds. By requirement of the MWRA, it must be spent for additional inflow / infiltration projects like the West Street Force Main Project.

MOVED: That the Town vote to amend the vote passed under Article 59 of the 1998 Annual Town Meeting, to provide that all or a portion of the \$1,250,000 appropriated for the engineering, construction or reconstruction of sewers, sewerage systems and sewage disposal facilities consisting in whole or in part of infiltration/inflow improvements; to be spent under the direction of

the Board of Selectmen; and that to meet this appropriation \$55,500 be appropriated from the Wastewater Enterprise Fund - Fund Balance Reserved for Infiltration / Inflow Account, and further, that the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow up to \$1,194,500 for a period of up to thirty years under M.G.L. Chapter 44, Section 7, and/all or a portion of such amount from the Massachusetts Water Pollution Abatement Trust established pursuant to M.G.L. Chapter 29C and in connection therewith to enter into a loan agreement and/or security agreement with the Trust and Department of Environmental Protection with respect to such loan and for any federal or state aid available for the project or for the financing thereof; and/or all or portion of such amount from the Massachusetts Water Resources Authority ("MWRA") and in connection therewith to enter into a loan agreement and/or security agreement with the MWRA with respect to such loan; and that the Board of Selectmen is authorized to enter into a project regulatory agreement with the Department of Environmental Protection, to expend all funds available for the project; and that the Board of Selectmen be authorized to contract for and expend any federal, state or other aid available for the project, including any grant related to such project from the MWRA.

Mr. John D. Marr, Jr., Selectman, addressed this proposal on behalf of the Board of Selectmen.

A motion to discuss the subject matter of Articles 17 and 18 together, but vote on separately, was offered by Mr. John D. Marr, Jr. The motion was presented and carried by unanimous consent.

Mr. Marr explained that Town Meeting already appropriated money for both of these articles at the Annual Town Meeting. Since then the state and the MWRA decided to extend the interest-free loans.

Mr. Ford H. Peckham, member, advised that the Finance Committee supports these proposals.

ACTION: The main motion, which requires a two thirds vote, was presented and carried unanimously by voice vote.

ARTICLE 18: APPROPRIATE FOR RESERVOIR STREET SEWER CONSTRUCTION

To see if the Town will vote to amend the vote passed under Article 61 of the 1998 Annual Town Meeting, to provide that all or a portion of the \$140,000 appropriated for the engineering, construction or reconstruction of sewers, sewerage systems and sewage disposal facilities consisting in whole or in part of infiltration/inflow improvements; to be spent under the direction of the Board of Selectmen; and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow up to \$140,000 for a period of up to thirty years under M.G.L. Chapter 44, Section 7, and/or all or a portion of such amount from the Massachusetts Water Pollution Abatement Trust established pursuant to M.G.L. Chapter 29C and in connection therewith to enter into a loan agreement and/or security agreement with the Trust and Department of Environmental Protection with respect to such loan and for any federal or state aid available for the project or for the financing thereof; and/or all or portion of such amount from the Massachusetts Water Resources Authority ("MWRA") and in connection therewith to enter into a loan agreement and/or security agreement with the MWRA with respect to such loan; and that the Board of Selectmen is authorized to enter into a project regulatory agreement with the Department of

Environmental Protection, to expend all funds available for the project; and that the Board of Selectmen be authorized to contract for and expend any federal, state or other aid available for the project, including any grant related to such project from the MWRA; or take any other action relative thereto.

Article 18 Explanation: The appropriation for this project, which was initially approved at the 1998 Annual Town Meeting, is being re-voted in order to allow the Town to take advantage of potential State and MWRA 0 percent interest loan programs.

MOVED: That the the Town vote to amend the vote passed under Article 61 of the 1998 Annual Town Meeting, to provide that all or a portion of the \$140,000 appropriated for the engineering, construction or reconstruction of sewers, sewerage systems and sewage disposal facilities consisting in whole or in part of infiltration/inflow improvements; to be spent under the direction of the Board of Selectmen; and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow up to \$140,000 for a period of up to thirty years under M.G.L. Chapter 44, Section 7, and/or all or a portion of such amount from the Massachusetts Water Pollution Abatement Trust established pursuant to M.G.L. Chapter 29C and in connection therewith to enter into a loan agreement and/or security agreement with the Trust and Department of Environmental Protection with respect to such loan and for any federal or state aid available for the project or for the financing thereof; and/or all or portion of such amount from the Massachusetts Water Resources Authority ("MWRA") and in connection therewith to enter into a loan agreement and/or security agreement with the MWRA with respect to such loan; and that the Board of Selectmen is authorized to enter into a project regulatory agreement with the Department of Environmental Protection, to expend all funds available for the project; and that the Board of Selectmen be authorized to contract for and expend any federal, state or other aid available for the project, including any grant related to such project from the MWRA.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 19: AMEND GENERAL BY-LAWS: PROCUREMENT CONTRACTS -TELECOMMUNICATIONS

To see if the Town will vote to amend its General By-law, Article 2, Section 2.1.3. Contract Procedures, by adding to the end thereof the following: "Telecommunication Services, 10" years.

Article 19 Explanation: The Town will be soliciting bids for local phone service. Current State law limits contracts to three years unless a longer period is approved by Town Meeting. By having the option of a longer contract period, the Town can take advantage of lower phone service rates.

MOVED: That the Town vote to amend its General By-law, Article 2, Section 2.1.3. Contract Procedures, by adding to the end thereof the following: "Telecommunication Services, 10" years.

Mr. William M. Powers, Selectman, addressed this proposal on behalf of the Board of Selectmen.

Mr. Michael Crawford, member, advised that the Finance Committee concurs with the Board of Selectmen.

Mr. John E. Comando noted that the internet changes things and that data travel via the telephone is projected to increase 25% by the year 2002. The proposed changes are expected to reduce

costs. With much uncertainty in this area, Mr. Comando requested that Town meeting not approve this proposal.

In response, Mr. Powers concurred with Mr. Comando and explained that the Board of Selectmen is just asking for flexibility in the bidding process.

Mr. Ethan F. Fener stated that he shares the concerns of the previous speaker and further, offered a motion to amend by striking the number "10" and inserting in place thereof the number "5".

Mr. Fener's motion to amend was presented and carried by voice vote.

ACTION: The main motion, as amended, was presented and carried by voice vote.

VOTED: That the Town vote to amend its General By-law, Article 2, Section 2.1.3. Contract Procedures, by adding to the end thereof the following: "Telecommunication Services, 5" years.

At 11:45 P.M. the following Resolutions were offered by the Board of Selectmen:

RESOLUTION

In Memory of Clarke H. Wertheim

WHEREAS: A man is judged by his deeds, so is a community judged by its values. It is fitting, therefore, that this Town Meeting, representing the Town of Needham, recognizes Clarke H. Wertheim for his long and distinguished service to the Town of Needham - his Town; and

WHEREAS: Clarke H. Wertheim served as a Selectman for twelve years, a length of service exceeded by few; and

WHEREAS: Clarke H. Wertheim was the initiator of the new traditional Blue Tree on the Town Common, symbolizing the spirit of the season: Peace on Earth, Good Will to All persons; and

WHEREAS: Clarke H. Wertheim demonstrated his civic involvement in a number of different ways, illustrated by his long membership in the Needham Rotary Club - serving as its President in 1950; and

WHEREAS: Clarke H. Wertheim traveled near and far, visiting the sick, the bereaved, the lonely, seeking only to help those in need.

NOW, THEREFORE BE IT RESOLVED that this Town Meeting, on behalf of the Town of Needham, recognizes and honors Clarke H. Wertheim for his dedicated and outstanding service to our Town and to mankind.

And

RESOLUTION

In Memory of Walter G. Patterson

WHEREAS: Walter G. Patterson was born in the farming and mining community of West Lebanon, Pennsylvania in 1906. He was the son of Maud Blanche Holstein Patterson and Robert Newton Patterson; and

WHEREAS: Walter Patterson was determined to leave the hard work associated with mining and pursue a career in education. He enrolled at Indiana University of Pennsylvania where he continued his education but also played football, was a champion track runner, and avid skier; and

WHEREAS: Walter Patterson emerged as an excellent young teacher, his extended abilities were further recognized within two years, and he was named principal of a junior high school. He believed in the importance of basic education and listening to the needs of students and their parents, the qualities that distinguished him as a successful educator and administrator; and

WHEREAS: Walter Patterson became Needham High School Principal in 1956 and served in that capacity until 1961 when he was appointed as assistant superintendent, where he served until 1970. Dr. Patterson was active in the Massachusetts Society of the Sons of the American Revolution, a 67 year member of the Rotary Club, and a member of the Scottish Rite Bodies. He was a gentleman of great dignity and character with a strong commitment to education as an investment in the future.

NOW, THEREFORE BE IT RESOLVED by this body that the November 1998 Special Town meeting be dissolved in honor of many contributions of Walter G. Patterson, Ph.D. for his years of service to the Town of Needham.

ACTION: The Resolutions were presented and carried unanimously by voice vote.

Theodora K. Eaton, CMC,
Town Clerk

a true copy
ATTEST:

RECORD OF THE ANNUAL TOWN MEETING

MONDAY, APRIL 12, 1999

Pursuant to a Warrant issued by the Selectmen February 23, 1999 the Inhabitants of the Town of Needham qualified to vote in elections met at the polling places designated for the several precincts in said Needham on Monday, the twelfth day of April in the year 1999 at forty-five minutes after six o'clock in the forenoon.

The meeting was called to order and the Warrant and the Officer's Return were read by the Warden of the Precincts, the reading of the articles in the Warrant being waived upon motion.

The ballot boxes were inspected and found to be empty and with the zero report printed. The boxes were then locked and the keys delivered to the Police Officers in attendance.

The ballot clerks were sworn to the faithful performance of their duties by their respective Wardens.

The polling places had been designated as follows:

Precinct A - Hillside School - Gymnasium
 Precinct B - Hillside School - Gymnasium
 Precinct C - Newman School - Gymnasium
 Precinct D - High Rock School - Gymnasium
 Precinct E - Pollard Middle School - Room 226
 Precinct F - Stephen Palmer Community Room
 Precinct G - Broadmeadow School - Gymnasium
 Precinct H - Broadmeadow School - Gymnasium
 Precinct I - William Mitchell School - Gymnasium
 Precinct J - William Mitchell School - Gymnasium

The polls were opened at forty-five minutes after six o'clock in the forenoon and were kept open until eight o'clock in the afternoon.

ARTICLE 1: ANNUAL TOWN ELECTION

To choose by ballot the following Town Officers:

One Moderator for One Year;
 Two Selectmen for Three Years;
 One Assessor for Three Years;
 Two Members of School Committee for Three Years;
 One Trustee of Memorial Park for Three Years;
 Three Trustees of Needham Public Library for Three Years;
 One Member of Board of Health for Three Years;
 One Member of Planning Board for Five Years;
 One Member of Needham Housing Authority for Five Years;
 One Commissioner of Trust Funds for Three Years;
 One Commissioner of Trust Funds for One Year;
 One Member of Park & Recreation Commission for Three Years;
 Two Constables for Three Years;
 Nine Town Meeting Members from Precinct A for Three Years;
 One Town Meeting Member from Precinct A for One Year;
 Nine Town Meeting Members from Precinct B for Three Years;
 Nine Town Meeting Members from Precinct C for Three Years;
 Nine Town Meeting Members from Precinct D for Three Years;
 Eight Town Meeting Members from Precinct E for Three Years;
 Eight Town Meeting Members from Precinct F for Three Years;
 Eight Town Meeting Members from Precinct G for Three Years;
 Eight Town Meeting Members from Precinct H for Three Years;

One Town Meeting Member from Precinct H for Two Years;
 Eight Town Meeting Members from Precinct I for Three Years;
 One Town Meeting Member from Precinct I for Two Years;
 Eight Town Meeting Members from Precinct J for Three Years;
 One Town Meeting Member from Precinct J for One Year;

The ballot box returns in the Precincts were as follows:

<u>PRECINCTS</u>	<u>A</u>	<u>B</u>	<u>C</u>	<u>D</u>	<u>E</u>
7:00 A.M.	0	0	0	4	3
8:00 A.M.	15	25	15	40	33
9:00 A.M.	20	41	53	61	52
10:00 A.M.	41	55	131	86	77
11:00 A.M.	53	70	180	102	104
12:00 NOON	73	97	224	136	128
1:00 P.M.	90	115	250	146	158
2:00 P.M.	106	126	272	162	193
3:00 P.M.	126	151	295	182	213
4:00 P.M.	140	174	321	204	245
5:00 P.M.	168	205	351	244	277
6:00 P.M.	194	233	384	274	328
7:00 P.M.	234	263	430	320	374
8:00 P.M.	265	297	466	355	428

<u>PRECINCTS</u>	<u>F</u>	<u>G</u>	<u>H</u>	<u>I</u>	<u>I</u>
7:00 A.M.	0	0	0	5	1
8:00 A.M.	63	31	33	50	25
9:00 A.M.	94	45	84	73	56
10:00 A.M.	115	62	114	96	75
11:00 A.M.	142	92	149	127	102
12:00 NOON	171	110	173	149	116
1:00 P.M.	201	132	206	174	130
2:00 P.M.	226	169	218	189	151
3:00 P.M.	247	190	270	213	189
4:00 P.M.	277	208	293	245	209
5:00 P.M.	311	231	335	290	241
6:00 P.M.	361	278	392	340	294
7:00 P.M.	417	337	471	387	346
8:00 P.M.	454	398	519	432	401

The Town Clerk upon receipt of the returns from the several precincts forthwith canvassed the same and announced the official results at 8:55 P.M. April 12, 1999.

(The absentee ballots are included in the Total Vote)

TOTAL VOTE CAST: 4,019 - 22.18%

The result of the balloting was as follows:

TOWN OFFICES

	A	B	C	D	E	F	G	H	I	I	TOTAL
Total Number of Votes Cast	265	297	466	355	428	454	400	519	434	401	4,019
MODERATOR (for one year)(Vote for One)											
Michael K. Fee	178	223	349	270	322	336	300	367	334	300	2,979
Scattered Write-Ins	1	0	1	0	2	2	4	0	2	3	15
Blanks	86	74	116	85	104	116	96	152	97	98	1,024
SELECTMAN (for three years)(Vote for Two)											
John H. Cogswell	116	146	297	177	225	226	184	240	196	211	2,018
Mary Jane Baker	108	111	164	124	150	181	179	151	180	168	1,516
Robert D. Hall, Jr.	81	78	69	87	154	110	92	189	120	114	1,094
Mary Lou Twickler	40	64	134	61	73	84	80	96	83	67	782
Gerald A. Wasserman	123	125	156	163	139	191	161	214	180	154	1,606
Scattered Write-ins	0	2	0	0	1	0	0	1	3	0	7
Blanks	62	68	112	98	114	116	104	147	106	88	1,015
ASSESSOR (for three years)(Vote for One)											
Thomas H. Mulhern	158	185	291	237	249	296	240	311	268	275	2,510
Scattered Write-Ins	0	0	1	0	0	1	0	1	1	4	8
Blanks	107	112	174	118	179	157	160	207	165	122	1,501
SCHOOL COMMITTEE (for three years)(Vote for NOT MORE THAN TWO)											
Susan Welby	133	167	293	229	235	275	239	291	259	236	2,357
Karen N. Price	169	178	280	200	240	272	237	287	252	250	2,365
Scattered Write-Ins	3	4	0	0	1	4	0	5	5	6	28
Blanks	225	245	359	281	380	357	324	455	352	310	3,288
TRUSTEE OF MEMORIAL PARK (for three years)(Vote for ONE)											
John S. Gallelo	166	189	291	246	269	305	266	306	273	274	2,585
Scattered Write-Ins	0	2	1	1	3	0	0	1	1	3	12
Blanks	99	106	174	108	156	149	134	212	160	124	1,422
TRUSTEE OF NEEDHAM PUBLIC LIBRARY (for three years)(Vote for NOT MORE THAN THREE)											
Thomas M. Harkins	153	184	287	236	273	326	258	315	290	270	2,592
Sally B. Powers	159	176	302	240	272	294	250	308	284	267	2,552
Lois Sockol	161	174	292	216	256	293	227	306	267	260	2,452
Scattered Write-Ins	1	1	0	0	0	0	0	2	0	1	5
Blanks	321	356	517	373	483	449	465	626	461	405	4,456
BOARD OF HEALTH (for three years)(Vote for ONE)											
Edward V. Cosgrove	154	192	295	243	257	303	245	304	269	266	2,528
Scattered Write-Ins	1	1	1	0	0	0	0	0	2	2	7
Blanks	110	104	170	112	171	151	155	215	163	133	1,484
PLANNING BOARD (for five years)(Vote for ONE)											
Paul Killeen	143	177	284	247	252	292	239	297	260	257	2,448
Scattered Write-Ins	4	0	0	0	0	1	1	0	2	1	9
Blanks	118	120	182	108	176	161	160	222	172	143	1,562
NEEDHAM HOUSING AUTHORITY (for five years)(Vote for ONE)											
Gordon Allen	58	57	104	72	75	95	72	109	87	101	830
Christine H. Miara	146	179	233	239	259	280	240	283	249	208	2,316
Scattered Write-Ins	0	0	0	1	0	0	0	1	1	3	6
Blanks	61	61	129	43	94	79	88	126	97	89	867

TOWN OFFICES

	A	B	C	D	E	F	G	H	I	I	TOTAL
Total Number of Votes Cast	265	297	466	355	428	454	400	519	434	401	4,019
COMMISSIONER OF TRUST FUNDS (for three years)(Vote for ONE)											
Michael M. Monahan	140	172	268	227	243	280	229	277	255	252	2,343
Scattered Write-Ins	2	1	1	0	0	1	0	1	1	2	9
Blanks	123	124	197	128	185	173	171	241	178	147	1,667
COMMISSIONER OF TRUST FUNDS (for one year)(Vote for ONE)											
Karl R. Schofield	142	170	265	216	238	272	226	286	253	257	2,325
Scattered Write-Ins	0	0	1	0	0	0	1	1	0	1	4
Blanks	123	127	200	139	190	182	173	232	181	143	1,690
PARK & RECREATION COMMISSION (for three years)(Vote for ONE)											
Philip V. Robey	159	191	289	238	285	317	263	324	288	279	2,474
Scattered Write-Ins	0	0	0	0	1	0	2	0	3	1	7
Blanks	106	106	177	117	142	137	135	195	143	121	1,273
CONSTABLE (for three years)(Vote for NOT MORE THAN TWO)											
William F. Hines	129	151	251	188	218	260	213	258	235	246	2,020
Charles G. Wright	138	163	248	205	217	261	223	263	228	243	2,051
Scattered Write-Ins	0	2	3	0	0	0	0	2	1	2	10
Blanks	263	278	430	317	421	387	364	515	404	311	3,427

TOWN MEETING MEMBERS

* Not Elected

PRECINCT A (for three years) (Vote for NOT MORE THAN NINE)

Irwin Silverstein	165	Peter J. VanAmson	32
Kathryn L. D'Addesio	156	Kathleen Boothby	3
Richard S. Creem	151	*David R. Johnson	2
Paul V. Kelly	149	*Candida P. Monteith	2
Elsie Robinson	145	*Francis L. Nizzari	2
Morton S. Parker	141	*Stanley E. Piltch	2
Write-Ins:		*Scattered Write-Ins:	18

PRECINCT A (for one year) (Vote for ONE)

Ruth P. Siskowitz	150	*Scattered Write-Ins:	4
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PRECINCT B (for three years) (Vote for NOT MORE THAN NINE)

Gerald A. Wasserman	183	Steven Rosenstock	148
Susan M. Glazer	173	Write-Ins:	
Harriett D. Tippet	171	Elliot M. Weinstein	12
Robert D. Friedman	165	*George Giunta, Jr.	11
George Baierlein	164	*Dawn B. Dow	4
Elizabeth Ann Mills	161	*Julio H. Farulla	3
Michael J. Graham	155	*Scattered Write-Ins:	11

TOWN MEETING MEMBERS

* Not Elected

PRECINCT C (for three years) (Vote for NOT MORE THAN NINE)

John W. Lebourveau	315	Ruth Z. Nadol	191
Charles A. Thompson	289	* Mark J. Gluesing	171
Laurence G. Eaton	232	Write-Ins:	
Sarah Ann Toran	229	* Sally J. Dugan	1
Lois Sockol	221	* William H. Dugan, Jr.	1
Sheila G. Pransky	216	* Gerard B. Frawley	1
Ron Sockol	210	* Scattered Write-Ins:	3
Paul S. Alpert.	207		

PRECINCT D (for three years) (Vote for NOT MORE THAN NINE)

Christine H. Miara	194	Janice G. Hunt	117
Sally B. Powers	185	* Robert A. Thorndike	115
Carol Johnson Boulris	177	* Christopher J. Condon	101
Paul Killeen	169	* Maura B. Steeves	94
William M. Powers	165	* John M. Negoshian	91
Lois C. Bacon	157	* Melissa E. Stimell	73
Jonathan M. Davis	130	* Jonathan F. Bean	69
Antonio M. Manzon	118	* Scattered Write-Ins:	4

PRECINCT E (for three years) (Vote for NOT MORE THAN EIGHT)

Jane A. Howard	236	Mark P. Fachetti	140
Philip V. Robey	228	* Paul Siegenthaler	135
Carol A. Tracy	207	* Theodore L. Baker	127
Maryruth Perras	204	* Theodore M. Crowell	112
Ford H. Peckham	197	* Edward Nowak, Jr.	101
Roy A. Cramer	183	* Michael Charles Obel-Omia	77
Martin L. B. Walter	159	* Scattered Write-Ins:	5

PRECINCT F (for three years) (Vote for NOT MORE THAN EIGHT)

James Hugh Powers	270	Mark Andrew Weiss	174
Thomas M. Harkins	261	* Thomas J. Corcoran	147
Ellen T. Sherman	221	* Vincent J. Fabiani	143
Gilbert W. Cox, Jr.	214	* Ada W. Suydam	117
John F. Milligan	205	* Leslie H. Nelken	112
David R. Cox	192	Write-Ins:	
Kathleen D. Whitney	188	* Erin E. Bradley	5
		* Christian A. Maitre	1
		* Scattered Write-Ins:	1

PRECINCT G (for three years) (Vote for NOT MORE THAN EIGHT)

Caroline D. Murray	260	Theodore Weiner	209
Kathleen J. O'Keefe	248	Write-Ins:	
Jill E. Owens	247	* Jean E. Goddard	1
Patricia B. Buckley	245	* Kathleen C. Peterson	1
Paul O'Connor	229	* Ronald W. Ruth	1
Mary S. Kenslea	222	* Richard S. Sidell	1
William F. Connors	217	* Scattered Write-Ins:	3

TOWN MEETING MEMBERS

* Not Elected

PRECINCT H (for three years) (Vote for NOT MORE THAN EIGHT)

Peter J. Meade	307	Write-Ins:	
Marjorie M. Margolis	302	* Kimberly Knickle-Tierney	1
Therese A. Buckley	290	* Kenneth C. MacGray	1
Robert Y. Larsen	283	* Mary E. Murphy	1
Richard J. Savage	273	* Gerard E. Tannetta	1
Jeffrey Kristeller	271	* James J. Saulnier	1
Mark McDonough	265	* Janice M. Saulnier	1
Michael A. Diener	244	* Scattered Write-Ins:	4

PRECINCT H (for two years) (Vote for One)

Arthur P. Phillips	297	* Scattered Write-Ins:	1
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PRECINCT I (for three years) (Vote for NOT MORE THAN EIGHT)

Elizabeth A. Giles	267	David L. Tannozzini	223
Paul H. Attridge	259	Write-Ins:	
Susanne D. Hughes	259	* Gerald C. Rovner	2
Maureen T. McCaffrey	249	* Jill C. Kahn-Boesel	2
William C. Ely	244	* Jonathan S. Weistrop	2
Nicholas J. Day	234	* Scattered Write-Ins:	20

PRECINCT I (for two years) (Vote for ONE)

Michael J. Goldberg	260	* Scattered Write-Ins:	2
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PRECINCT J (for three years) (Vote for NOT MORE THAN EIGHT)

George F. Skinner	277	Write-Ins:	
Betsy M. Tedoldi	275	Mary Ellen Carroll-Rogan	7
Deborah A. Coyle	259	* Elizabeth G. Amsbary	2
Charles H. Cahill, Jr.	250	* Keith M. Saxon	2
Gregory M. Casey	246	* Marjorie S. Spofford	2
Brian J. Hallahan	237	* Scattered Write-Ins:	18
Bradley M. Christenson	221		

PRECINCT J (for one year) (Vote for ONE)

John D. Marr, Jr.	290	* Scattered Write-Ins:	0
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The ballots cast in the several precincts were returned to the Town Clerk in the sealed containers. The voting lists used at the entrance to the polling place and at the ballot boxes and a copy of the precinct record of the election were also returned, all properly sealed in conformity with the laws governing elections.

Adjourned at 8:45 P.M., April 12, 1999.

Theodora K. Eaton, CMC/AEE,

Town Clerk

a true copy
ATTEST:

ELECTION

(To break Tie Vote in Precinct A
for Write-In Candidates for Three-Year Term)

Tuesday, April 27, 1999
7:30 P.M.

In accordance with Section 9, Chapter 403 of the Acts of 1971 (Town Charter), a meeting of the Town Meeting Members from Precinct A was held on Tuesday, April 27, 1999 at 7:30 P.M. for the purpose of electing one of several write-in candidates receiving tie votes in Precinct A for the three-year term. The ballots were cast the with the following results:

David R. Johnson	9 Votes
Stanley E. Pilch	2 Votes
Candida P. Monteith	1 Vote
Francis L. Nizzari, Jr.	1 Vote

Theodora K. Eaton, CMC/AAE,
Town Clerk

Attest:

ELECTION

(To break Tie Vote in Precinct C
for Write-In Candidates)

Tuesday, April 27, 1999
7:00 P.M.

In accordance with Section 9, Chapter 403 of the Acts of 1971 (Town Charter), a meeting of the Town Meeting Members from Precinct C was held on Tuesday, April 27, 1999 at 7:00 P.M. for the purpose of electing one of several write-in candidates receiving tie votes to fill a vacancy until the next Annual Town Election created by the resignation of Ron Sockol who has moved out of the precinct. Both write-in candidates declined the position of Town Meeting Member. Nominations were then accepted from the present Precinct C Town Meeting Members. The ballots were cast with the following results:

Eric D. Leskowitz	7 Votes
William Rayner	3 Votes
Charles McCann	1 Vote

Theodora K. Eaton, CMC/AAE,
Town Clerk

Attest:

ELECTION

(To break Tie Vote in Precinct I
for Write-In Candidates for Three-Year Term)

Tuesday, April 27, 1999
8:00 P.M.

In accordance with Section 9, Chapter 403 of the Acts of 1971 (Town Charter), a meeting of the Town Meeting Members from Precinct I was held on Tuesday, April 27, 1999 at 8:00 P.M. for the purpose of electing one of several write-in candidates receiving tie votes in Precinct I for the three-year term. The ballots were cast the with the following results:

Gerald C. Rovner	6 Votes
Jonathan S. Weistrop	1 Vote
Jill C. Kahn-Boesel	6 Votes

Ballots were cast again to break the tie vote above with the following results:

Gerald C. Rovner	6 Votes
Jill C. Kahn-Boesel	7 Votes

Theodora K. Eaton, CMC/AAE,
Town Clerk

Attest:

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3.	Amend Zoning By-law - Map Change To Medical Overlay District	20
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5.	Abandon Sewer Easement - Rear of 80 Charles Street	22
6.	Authorize Lease of Town Land	22-25
7.	Amend The Fiscal Year 1999 Budget	25-27
8.	Amend The Fiscal Year 1999 Water Enterprise Fund Budget	27
9.	Amend The Fiscal Year 1999 Wastewater Enterprise Fund Budget	27/28
10.	Amend Fiscal Year 1999 Solid Waste/Recycling Enterprise Fund Budget	28
11.	Appropriate For High Rock School Renovation and Equipment	12/28
12.	Appropriate For Pollard School HVAC Equipment	28/29
13.	Appropriate For Comprehensive Facility Study	29/30
14.	Appropriate For High School Gym - Roof Reconstruction	30
15.	Appropriate For Chestnut Street Parking Lot Reconstruction	30
16.	Appropriate To Stabilization Fund	30/31
17.	Appropriate For West Street Force Main Construction	31
18.	Appropriate For Reservoir Street Sewer Construction	31/32
19.	Amend General By-Laws: Procurement Contracts - Telecommunications	32

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3.	Street Acceptance - Heath Street	47
4.	Amend Zoning By-Law - Dimensional Regulations for Single Resident B and General Residence Districts and Definition of Half-story for Single Family and Two Family Detached Dwellings	47-54
5.	Amend Zoning By-Law - Adult Uses Overlay Districts	54/55
6.	Amend Zoning By-Law - Map Change to Flood Plain District	55/56

PERSONNEL RELATED ARTICLES

7.	Amend Classification and Standard Rates of Compensation	58-61
8.	Establish Elected Officials' Salaries	62
9.	Fund Collective Bargaining Agreement - AFSCME	62
10.	Amend Consolidated Personnel By-Law	56-58
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12.	Appropriate for Tax Work-Off Program	44/62
13.	Appropriate for Memorial Park Garden	62-63

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15.	Appropriate for Y2K Preparations	64
16.	Accept Chapter 456 of the Acts of 1998 (COLA for Non Contributory Retirees)	64
17.	Accept MGL Chapter 32, Section 4 (1) (Allow Pension Credit for Library Trustees)	64-65
18.	Accept MGL Chapter 59, Section 5, Clause 53 (Property Tax Exemptions for Certain Property Owners)	68-69
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22.	Appropriate the FY2000 Solid Waste / Recycling Enterprise Fund Budget	74-75
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24.	Continue Revolving Fund - Memorial Park	75
25.	Continue Revolving Fund - Local Transportation	44/75
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36.	Appropriate for Memorial Park ADA Renovations	78
37.	Appropriate for High School Emergency Generator	45/78
38.	Appropriate for Exterior Painting	78-80/88
39.	Appropriate for High School Gym Renovation Design	45/79/80
40.	Appropriate for High School HVAC System Assessment/Feasibility Study	45/79/80
41.	Appropriate for Interior Painting	43/79/80
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43.	Appropriate for School Parking Lot Rehabilitation Design	79/81
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45.	Appropriate for New Elementary School Design	81/82
46.	Appropriate for Broadmeadow School Expansion Design	81-82
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48.	Appropriate for Geographic Information System	43/83
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63.	Appropriate for Rosemary Lake Dam Study and Repair	87
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TOWN MEETING COMMITTEES

75.	Establish a Committee to Recommend Financing Alternatives for the Recycling Transfer Station (RTS)	94-95
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77.	Continue Community Center Study Committee	46/95
78.	Continue School Safety Study Committee	46/95
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Special Town Meeting - May 10, 1999

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2.	Amend The Fiscal Year 1999 Wastewater Enterprise Fund Budget	66
3.	Appropriate For Geographic Information System	66
4.	Appropriate For Comprehensive Facility Study	66/67
5.	Amend The Fiscal Year 1999 Budget	67/68

ANNUAL TOWN MEETING FOR THE TRANSACTION OF BUSINESS

May 3, 1999

Pursuant to a Warrant issued by the Selectman February 23, 1999, the Inhabitants of the Town of Needham qualified to vote in Town Affairs met in the Newman School on Monday, May 3, 1999 at 7:30 O'clock in the afternoon.

The checkers appointed by the Selectmen were sworn to the faithful performance of their duties by the Town Clerk.

Check lists were used and 258 voters, including 232 Town Meeting Members, were checked on the list as being present.

The meeting was called to order at 7:30 o'clock by the Moderator, Michael K. Fee. Opening ceremonies were provided by the combined Elementary School Bands of Broadmeadow and Hillside under the direction of Mr. George Valantini. The colors were presented by the Needham Cub Scout Pack 23 which included Paul Corcoran, Ben Crawford, Matthew Leonardi, Jimmy Mulroy, John Palmer, and James Wise, while those present joined in pledging allegiance to the flag. The Moderator thanked Jennifer Tucker and Jordan Pransky for manning the microphones this evening.

At the designation of the Needham Clergy Association, Reverend Daryl Minnich, Good Shepard Christian Fellowship Church, gave the invocation.

The call to the meeting and the officer's return were read by the Town Clerk, the reading of the articles in the Warrant being waived upon motion.

The Moderator declared a quorum to be present and requested the Town Clerk to so record.

The Town Meeting Members were sworn to the faithful performance of their duties by the Town Clerk.

The Moderator announced the following ground rules and these were adopted unanimously:

1. A speaker will be ruled out of order who refers to personalities. Let us remember that we are ONE community and ONE Town Meeting Family with one common goal: the best interests of our town.

2. I ask that you rise to be recognized and address the Moderator. Please state your name and precinct when recognized so that the Town Clerk may keep an accurate record.

3. Your attention is drawn to the disclosure required by an attorney employed by one who has an interested in a matter as set forth in Art. I, Sec. 1.9 of the Needham General By-Laws.

4. Blank forms for lengthy motions are available from Town Counsel, Mr. Tobin, and should be employed. If lengthy or complicated motions are not drafted and submitted for review by the Moderator and Town Counsel prior to being placed on the floor, the speaker will yield the floor to another speaker while the drafting and formulation process is underway.

5. Short motions to amend and procedural motions need not be in writing.

6. Parliamentary procedures known as "points of information" and "points of order" shall be strictly construed so as not to elongate or permit debate after a motion to move the previous question has been placed on the floor.

7. Limits on debate shall be enforced by the Moderator.

8. Questions asked for general informational purposes unrelated to the matter under consideration by the meeting shall be ruled out of order.

9. As stated in the Moderator's memorandum to Town Meeting Members, inappropriate conduct involving the T.V. cameras shall be dealt with swiftly by the chair and will be deemed to be out of order.

10. Unanimous consent was given to adopt the following limits of debate:

20 Minutes in total - Committee Chairpersons, Proponents, Attorneys representing proponents; subject to extension by the Moderator.

8 Minutes - Town Meeting Members, non-Town Meeting Members, visitors other than attorneys.

The Moderator reminded Town Meeting Members of the following amendment to the General By-Laws passed under Article 80 at the 1998 Annual Town Meeting: If two-thirds vote of the Town Meeting is required by statute, a count shall not be taken unless it is deemed necessary by the Moderator in the fulfillment of the duties of the office.

As in previous years, with respect to Article 19, the Fiscal Year 2000 Operating Budget, as well as Articles 20, 21, and 22, no motion to amend which adds funds to a particular line item or items will be in order unless the movant identifies the line items elsewhere in the budget from which these funds will be taken.

Hearing no objection, the Moderator finds unanimous consent that the rules of practice concerning debate and rules of procedure as described by the Moderator are voted and adopted and the Town Clerk will so record.

Changes in affirmative motions contrasted with articles were noted by the Moderator.

The Moderator announced that the proponents of Articles 41, 48, 54, 55, 56, 58, 62, and 68 requested unanimous consent to withdraw these articles. Town Meeting Members indicated that there were no objections to the withdrawal of Articles 41, 48, 54, 55, 56, 58, 62 and 68. It was voted unanimously to withdraw Articles 41, 48, 54, 55, 56, 58, 62 and 68.

The Moderator announced the following articles that will be the subject of a motion to refer back and thus cannot be adopted by unanimous consent. Articles 18 and 66.

The Moderator announced the following articles in which there will be motions to amend and therefore cannot be passed by unanimous consent: Articles 19, 36, 38, 42, 44, 45, 46, 47, 49, 50, 51, 52, 70, 73 and 75.

The Moderator asked unanimous consent to omit the reading of the articles and to refer to them by number only. Any Town Meeting Member who wished to "question" or "debate" should

so indicate when the number was called and those articles not so indicated would be adopted by unanimous consent. There was no objection and the Moderator declared this method to be adopted unanimously.

The Moderator then proceeded to call each article in the Warrant by number commencing with Article No. 4. No Town Meeting Member responded with "question" or "debate" to the following articles: 11 12, 25, 26, 27, 37, 39, 40, 61, 67, 74, 77, and 78.

The Moderator then called each of the above-mentioned articles by number and no objection was heard to adoption by unanimous consent. The Moderator stated that the Town Counsel had filed copies of an affirmative motion for each article with the Town Clerk on April 15, 1999, and that the motions had been available for public scrutiny since that date. It was moved that all affirmative motions for the above-mentioned articles be adopted by unanimous consent. It was so unanimously voted and the Town Clerk was requested to so record. As a result thereof, said articles and the votes thereunder are as follows:

ARTICLE 11: ACCEPT MGL CHAPTER 152 SECTION 69 - ELIGIBILITY FOR WORKERS COMPENSATION FOR CERTAIN EMPLOYEES

To see if the Town will vote to accept the provisions of Section 69 of Chapter 152 of the General Laws; or take any other action relative thereto.

Article 11 Explanation: MGL Chapter 152 provides for the payment of workers compensation and reimbursement for medical expenses for approved work-related injuries for municipal employees, excluding public safety (police and fire) employees who are covered under a different statute. Full-time elected officials are not entitled to workers compensation unless the Town Meeting first adopts Section 69 of Chapter 152, and the Board of Selectmen then acts to designate the position(s) as eligible. At the current time, the only non-public safety employee of the Town of Needham who is not covered by this statute is the Town Clerk. Acceptance of this provision would allow the Board of Selectmen to designate the position of elected Town Clerk to be included in the definition of an employee for the purposes of workers compensation.

MOVED: That the Town vote to accept the provisions of Section 69 of Chapter 152 of the General Laws.

ACTION: So voted by unanimous vote.

ARTICLE 12: APPROPRIATE FOR TAX WORK-OFF PROGRAM

To see if the Town will vote to raise and appropriate \$7,500 for the purpose of conducting a tax work-off program, said sum to be spent under the direction of the Board of Selectmen and raised from the tax levy; or take any other action relative thereto.

Article 12 Explanation: In fiscal year 1996, the Town initiated a program whereby qualified elderly and disabled property owners could work up to 100 hours for the Town. In turn, the individual is paid approximately \$600 which is applied to their property tax bill. The funding request is unchanged from the amount approved in FY99.

MOVED: That the Town vote to raise and appropriate \$7,500 for the purpose of conducting a tax work-off program, said sum to be spent under the direction of the Board of Selectmen and raised from

the tax levy.

ACTION: So voted by unanimous vote.

ARTICLE 25: CONTINUE REVOLVING FUND - LOCAL TRANSPORTATION

To see if the Town will vote to continue a revolving fund account pursuant to the provisions of M.G.L. Chapter 44, Section 53E ½ for the revenues and expenditures associated with local transportation including grant revenues from the MBTA Suburban Transportation Program and to authorize the Board of Selectmen, through the Council on Aging Director, to expend money from such fund in fiscal year 2000 in the amount of \$40,000; or take any other action relative thereto.

Article 25: Explanation: This fund allows the Council on Aging the ability to manage the fiscal portion of the transportation program for the Senior Citizens of the Town. All funds received from the MBTA, Roche Bros. / Sudbury Farms, and from various donations are deposited into this account. Expenses such as the transportation coordinator's salary, taxi service to and from the Senior Center six days a week, and the Shopper's bus which transports seniors for grocery shopping on a weekly basis, are paid for through this account. The entire transportation program costs are approximately \$35,000.00 annually. Because of the erratic schedule of reimbursement from the funding sources and the increasing demand for transportation services, the Council on Aging requests that the Fund be voted at \$40,000.00. A summary of M.G.L. Chapter 44, Section 53E ½: regarding revolving funds can be found following Article 23.

MOVED: That the Town will vote to continue a revolving fund account pursuant to the provisions of M.G.L. Chapter 44, Section 53E ½ for the revenues and expenditures associated with local transportation including grant revenues from the MBTA Suburban Transportation Program and to authorize the Board of Selectmen, through the Council on Aging Director, to expend money from such fund in fiscal year 2000 in the amount of \$40,000.

ACTION: So voted by unanimous vote.

ARTICLE 26: CONTINUE REVOLVING FUND: YARD WASTE PROCESSING PROGRAM

To see if the Town will vote to continue a revolving fund account pursuant to the provisions of M.G.L. Chapter 179 of the Acts of 1993 for the revenues and expenditures associated with the Yard Waste Processing Program and to authorize the Board of Selectmen, through the Director of Public Works, to expend money from said fund in fiscal year 2000 in the amount of \$75,000; or take any action relative thereto.

Article 26 Explanation and Summary of MGL Chapter 179: This revolving fund has existed since fiscal year 1994. In 1993, the Town received a \$180,000 wood waste grinding machine through a grant from the DEP. This machine processes certain types of yard waste. As a condition of receiving this grant, the Town was required to allow other municipalities to use this equipment. Participating communities pay into this revolving fund based on their daily use of the equipment. These funds are then used for the maintenance and upkeep of the equipment. Chapter 179 law authorizes the creation of an intergovernmental revolving fund by a town that is the lead community in the operation of a multi-community yard waste processing or recycling program. For a lead community to create the fund, its board of selectmen must vote to authorize it, must establish a limit on the total amount which may be spent from the fund for the first fiscal year and must

designate the department responsible for operating the yard waste processing or recycling program. For future fiscal years Town Meeting sets the annual spending limit and designate the responsible department. The spending limit may be increased during the course of any fiscal year with the approval of the board of selectmen.

MOVED: That the Town vote to continue a revolving fund account pursuant to the provisions of M.G.L. Chapter 179 of the Acts of 1993 for the revenues and expenditures associated with the Yard Waste Processing Program and to authorize the Board of Selectmen, through the Director of Public Works, to expend money from said fund in fiscal year 2000 in the amount of \$75,000.

ACTION: So voted by unanimous vote.

ARTICLE 27: CONTINUE REVOLVING FUND - HOME COMPOSTING BIN ACCOUNT

To see if the Town will vote to continue a revolving fund account pursuant to the provisions of M.G.L. Chapter 44, Section 53E ½ for the revenues and expenditures associated with the sale of home composting bins and authorize the Board of Selectmen, through the Director of Public Works, to expend money from such fund in fiscal year 2000 in the amount of \$2,000 for the purchase of additional bins and related costs; or take any other action relative thereto.

Article 27 Explanation: Through the efforts of the Board of Health and the Highway Division, the Town of Needham was granted a supply of home composting bins by the DEP. This grant serves as the "seed" money to generate revenue to continue the program. The DEP purchases the bins at a favorable cost and distributes the bins to the municipalities. The municipalities sell the bins at prices substantially below market value. The revenue from these sales are used to purchase additional bins through the DEP supplier bids.

MOVED: That the Town vote to continue a revolving fund account pursuant to the provisions of M.G.L. Chapter 44, Section 53E ½ for the revenues and expenditures associated with the sale of home composting bins and authorize the Board of Selectmen, through the Director of Public Works, to expend money from such fund in fiscal year 2000 in the amount of \$2,000 for the purchase of additional bins and related costs.

ACTION: So voted by unanimous vote.

ARTICLE 37: APPROPRIATE FOR HIGH SCHOOL EMERGENCY GENERATOR

To see if the Town will vote to raise and appropriate the sum of \$50,000 for the rehabilitation of an emergency generator at Needham High School, to be spent under the direction of the Municipal Building Maintenance Board; \$42,914 raised from the tax levy and \$7,086 transferred from the unexpended balance of Article 38 of the May 1996 Annual Town Meeting; or take any other action relative thereto.

Article 37 Explanation: The two emergency generators at the Needham High School date to 1953 and 1967. A recently completed evaluation and assessment done on these generators and the emergency generator located at the Police/Fire Station indicates the urgent need to replace the 1953 emergency generator and rehabilitate the 1967 emergency generator at the High School. The 1953 generator has significant mechanical problems and does not comply with building codes and fire regulations. Specifically, it does

not provide sufficient power to lights, alarms and appliances. The much larger 1967 generator will be rehabilitated in order to serve the entire High School, which is within its operating capacity. A properly functioning emergency generator is vital to running the High School Boilers during power outages. It is proposed that a portion of the cost of this project be funded with the residual balance of \$7,086 from Article 38, of the May, 1996 Annual Town Meeting (Dispatching Equipment).

MOVED: That the Town vote to raise and appropriate the sum of \$50,000 for the rehabilitation of an emergency generator at Needham High School, to be spent under the direction of the Municipal Building Maintenance Board; \$42,914 raised from the tax levy and \$7,086 transferred from the unexpended balance of Article 38 of the May 1996 Annual Town Meeting.

ACTION: So voted by unanimous vote.

ARTICLE 39: APPROPRIATE FOR HIGH SCHOOL GYM RENOVATION DESIGN

To see if the Town will vote to raise and appropriate the sum of \$25,000 for design specifications for renovations to the high school gym, to be spent under the direction of the Permanent Public Building Committee and raised from the tax levy; or take any other action relative thereto.

Article 39 Explanation: This project was originally submitted as part of the FY98 Capital Improvement Program. The conditions highlighted in that request as requiring attention were exacerbated by the October, 1996 storm, which caused the gym ceiling to collapse and warped the gym floor. While the floor was repaired, the ceiling has not been replaced. Further, the 1950's ventilation system requires upgrading and lighting has had to be temporarily upgraded for the interscholastic varsity sports program. The amount requested has been approved by the Permanent Public Building Committee.

MOVED: That the Town vote to raise and appropriate the sum of \$25,000 for design specifications for renovations to the high school gym, to be spent under the direction of the Permanent Public Building Committee and raised from the tax levy.

ACTION: So voted by unanimous vote.

ARTICLE 40: APPROPRIATE FOR HIGH SCHOOL HVAC SYSTEM ASSESSMENT / FEASIBILITY STUDY

To see if the Town will vote to raise and appropriate the sum of \$25,000 for a pre-design system assessment and feasibility study, to be spent under the direction of the Permanent Public Building Committee and raised from the tax levy; or take any other action relative thereto.

Article 40 Explanation: The ventilation equipment currently serving the High School Art classrooms, certain components of the science lab classrooms, and several administrative areas, is configured with no outside make-up air to ventilation units, and/or does not comply with current ASHRAE standards. This request is for a pre-design system assessment and feasibility study. It will be followed by a request for design funds at the Fall, 1999 special town meeting. It is anticipated that construction funding will be sought at the May 2000 annual town meeting. This project, and its pre-design/design phasing, has been endorsed by the Permanent Public Building Committee.

MOVED: That the Town vote to raise and appropriate the sum of \$25,000 for a pre-design system assessment and feasibility study, to

be spent under the direction of the Permanent Public Building Committee and raised from the tax levy.

ACTION: So voted by unanimous vote.

ARTICLE 61: APPROPRIATE FOR MOBILE WASTEWATER BY-PASS PUMP

To see if the Town will vote to raise and appropriate the sum of \$25,000 for one mobile by-pass pump, to be spent under the direction of the Board of Selectmen and raised from the wastewater retained earnings; or take any other action relative thereto.

Article 61 Explanation: When a pumping station fails, repair of the station can only be undertaken by routing the wastewater around the station by means of a mobile pump. Approval for the purchase of one pump was granted by Article 49 of the 1997 annual town meeting. That pump helps to address our needs in the event of a failure of our large pump stations. This request, however, is to replace a 1950's 3 inch pump which serves as backup for smaller pumping stations in town.

MOVED: That the Town vote to raise and appropriate the sum of \$25,000 for one mobile by-pass pump, to be spent under the direction of the Board of Selectmen and raised from the wastewater retained earnings.

ACTION: So voted by unanimous vote.

ARTICLE 67: APPROPRIATE FOR ROSEMARY POOL PAINTING

To see if the Town will vote to raise and appropriate the sum of \$35,000 for the painting of Rosemary Pool, to be spent under the direction of the Park and Recreation Commission and raised from the tax levy; or take any other action relative thereto.

Article 67 Explanation: Based on the results of the Rosemary Pool Engineering Study which was funded by Article 59 of the May, 1997 annual town meeting, a list of repairs needed to maintain the pool was identified. One of the findings of that study was the need for sandblasting the outside steel walls of the pool. The pressing nature of this need prompted the Park and Recreation Commission to seek funding for the sandblasting at last year's annual town meeting though the engineering study had yet to be completed. By approval of Article 70 of the May, 1998 annual town meeting, funding was authorized. In the later stages of the study that occurred after the annual town meeting, it was determined that once the walls were sandblasted, they should be painted and caulked to maximize the benefits of sandblasting. This request is for that painting and caulking.

MOVED: That the Town vote to raise and appropriate the sum of \$35,000 for the painting of Rosemary Pool, to be spent under the direction of the Park and Recreation Commission and raised from the tax levy.

ACTION: So voted by unanimous vote.

ARTICLE 74: DELETE GENERAL BY-LAWS, SECTION 2.1.4 (CONSTRUCTION OF TOWN - OWNED BUILDINGS)

To see if the Town will vote to delete in its entirety Section 2.1.4 of the General By-Laws and renumber the subsequent sections accordingly.

Or take any other action relative thereto.

Article 74 Explanation: With the approval of the General By-Law creating the Permanent Public Building Committee (Section 2.7.2), this earlier By-Law regarding the construction of Town-Owned Buildings is no longer necessary.

MOVED: That the Town vote to delete in its entirety Section 2.1.4 of the General By-Laws and renumber the subsequent sections accordingly.

ACTION: So voted by unanimous vote.

ARTICLE 77: CONTINUE COMMUNITY CENTER STUDY COMMITTEE

To see if the Town will vote to continue the Community Center Study Committee established by vote of the 1994 Annual Town Meeting under Article 59, to direct and authorize said Committee to study the options for providing a community facility that may meet the current and future needs for youth, recreation, cultural and senior programs, said Committee shall report back to the next Annual Town Meeting or sooner; or take any other action relative thereto.

MOVED: That the Town vote to continue the Community Center Study Committee established by vote of the 1994 Annual Town Meeting under Article 59, to direct and authorize said Committee to study the options for providing a community facility that may meet the current and future needs for youth, recreation, cultural and senior programs, said Committee shall report back to the next Annual Town Meeting or sooner.

ACTION: So voted by unanimous vote.

ARTICLE 78: CONTINUE SCHOOL SAFETY STUDY COMMITTEE

To see if the Town will vote to continue the School Safety Study Committee, established by vote of the 1991 Special Town Meeting under Article 10, direct and authorize said Committee to continue the study and evaluation of safe walking routes for Needham School children, to develop and recommend minimum and uniform safety criteria regarding school walking routes, to address the issue of age appropriate walking routes and distances and to generally examine the issue of safe student access to and from their schools, said Committee to report to the next Annual Town Meeting or sooner; or take any other action relative thereto.

MOVED: That the Town vote to continue the School Safety Study Committee, established by vote of the 1991 Special Town Meeting under Article 10, direct and authorize said Committee to continue the study and evaluation of safe walking routes for Needham School children, to develop and recommend minimum and uniform safety criteria regarding school walking routes, to address the issue of age appropriate walking routes and distances and to generally examine the issue of safe student access to and from their schools, said Committee to report to the next Annual Town Meeting or sooner.

ACTION: So voted by unanimous vote.

ARTICLE 2: COMMITTEE AND OFFICER REPORTS

To hear and act on the reports of Town Officers and Committees.

Under Article 2, Finance Committee Chairman, Paul G. Smith, presented the 1999 capital recommendations of the Finance Committee. Mr. Smith advised that his goal is to comment on the overall impact of the Finance Committee's capital recommendations on the town's total debt and the major policy issues the Finance Committee dealt with during budget deliberations. Current authorized debt is approximately \$68 million. Article 69 will rescind \$3 million leaving a remaining \$65 million in debt. The Comprehensive Facilities Study Committee is discussing plans of over \$90 million in new projects. Thus there is a need to focus now more than ever on debt management policies.

The first guideline used by the Finance Committee is that principal and interest payments on the levy supported debt should be no more than 3% of the Town's revenue (i.e. levy, state receipts and free cash, etc.). The 3% cap is a way of allowing the outstanding debt to grow as our ability to support increased debt grows. However, we want to keep the total budget of the Town, which includes both these principal and interest payments on the debt as well as operating expenses, like salaries, to be maintained at a level that considers the needs of our operating departments as well as the condition of our facilities and equipment. At last year's Annual Town Meeting, the Finance Committee did increase that cap from 2% to 3% based in part on a presentation of need on the facility and equipment side. If Town Meeting adopts the recommendations of the Finance Committee, assuming a 4% annual revenue growth, the town will remain within the 3%.

The second guideline is that all debt service, principal and interest payments, will be no more than 10% of the total Town Revenue, including enterprise funds and override amounts. The Finance Committee is recommending that seven articles be funded through borrowing and thirteen articles through cash. Further, the Finance Committee is recommending that twelve articles not be approved and that four be approved for a lesser amount. He urged Town Meeting to remain fiscally prudent and follow the recommendations and guidelines of the Finance Committee.

ACTION: The Committee reports were accepted and the Moderator declared Article 2 disposed of.

At this time the Moderator proceeded with the remaining articles in the Warrant.

ARTICLE 3: STREET ACCEPTANCE

To see if the Town will vote to accept the following street or portions thereof, constructed by developers under the requirements of the Subdivision Control Law and as laid out by the Board of Selectmen according to plans on file with the Town Clerk, including the taking or acceptance of easements as shown on said plan:

Heath Street

or take any other action relative thereto.

Article 3 Explanation: The street included in this Article has been built by a developer, according to the Town's Subdivision control law. Acceptance of this street as public way requires approval by Town Meeting.

Mr. William M. Powers, Chairman, Board of Selectmen, addressed this proposal on behalf of the Board of Selectmen and recommended acceptance of Heath Street.

MOVED: That the Town vote to accept the following street or portions thereof, constructed by developers under the requirements of the Subdivision Control Law and as laid out by the Board of Selectmen according to plans on file with the Town Clerk, including the taking or acceptance of easements as shown on said plan:

Heath Street.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 4: AMEND ZONING BY-LAW - DIMENSIONAL REGULATIONS FOR SINGLE RESIDENCE B AND GENERAL RESIDENCE DISTRICTS AND DEFINITION OF HALF-STORY FOR SINGLE-FAMILY AND TWO-FAMILY DETACHED DWELLINGS

To see if the Town will vote to amend the Zoning By-Law as follows:

1. In Section 1.3, Definitions, by deleting the existing definition of the term "Half-story" and by inserting in its place the following new definition:

"Half-story or 1/2 story - For all single-family detached dwellings and two-family detached dwellings, that portion of a building included between the upper surface of a floor and the lower surface of a sloping roof next above where the area contained therein has a finished ceiling height exceeding 5'- 0". Dormers installed in a sloping roof directly above the second story of a structure shall be limited in size as follows: the total length of the front wall(s) of a dormer(s) shall not exceed 30% (thirty percent) of the eave length of the portion of the roof in which the dormer is built. There are no restrictions on dormers installed in a sloping roof directly above the first story of a structure. This definition shall apply to all single-family detached dwellings and two-family detached dwellings. For all other buildings the definition is, that part of a building under a sloping roof where the full-length rafters rest on the top beam of the story below."

2. In Section 4.2, Dimensional Regulations for Rural-Residence Conservation, Single Residence A, Single Residence B, General Residence, and Institutional Districts, Subsection 4.2.1, Table of Regulations, by revising the third row in the Table "Single Residence B" so that it shall read as follows:

	Minimum Lot Area (sq.ft.)	Minimum Frontage (feet)	Front Setback (feet)	Side Setback (feet)	Rear Setback (feet)
Single Residence B	10,000	80	20 (b)	12.5 (c)(g)(i)	10 (d)(g)(j)

Maximum Floor Area Ratio (F.A.R.) NR (e)	Maximum % Lot Coverage NR (f)(k)	Maximum Stories 2-1/2	Maximum Height (feet) 35"
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3. In Section 4.2, Dimensional Regulations for Rural-Residence Conservation, Single Residence A, Single Residence B, General Residence, and Institutional Districts, Subsection 4.2.1, Table of Regulations, by revising the fourth row in the Table "General Residence" so that it shall read as follows:

	Minimum Lot Area (sq.ft.)	Minimum Frontage (feet)	Front Setback (feet)	Side Setback (feet)	Rear Setback (feet)
General Residence	10,000	80	20 (b)	12.5 (c)(g)(i)	10 (d)(g)(j)

	Maximum Floor Area Ratio (F.A.R.) NR (e)	Maximum % Lot Coverage NR (f)(k)	Maximum Stories 2-1/2	Maximum Height (feet) 35"
General Residence	NR (e)	NR (F)(k)	2-1/2	35"

4. In Section 4.2, Dimensional Regulations for Rural-Residence Conservation, Single Residence A, Single Residence B, General Residence, and Institutional Districts, Subsection 4.2.1, Table of Regulations, by revising footnote (g) and by adding a new footnote (i), a new footnote (j), and a new footnote (k), which shall read as follows:

"(g) Excepting buildings and structures on any lot in a Single Residence A, Single Residence B or General Residence District devoted to a public, semi-public or institutional use as listed in Section 3.2 Schedule of Use Regulations and buildings and structures on any lot in a Single Residence B or General Residence District created through "New Construction", buildings and structures on lots created by deed or plan, endorsed or recorded before January 9, 1986, shall have a minimum side or rear line setback of 15 feet in the Single Residence A and Institutional Districts and 10 feet in the Single Residence B and General Residence Districts, respectively.*

(i) Buildings and structures created on any lot through "New Construction" and buildings and structures on lots created by deed or plan, endorsed or recorded after January 9, 1986, shall have a minimum side line setback requirement of 12.5 feet in the Single Residence B and General Residence Districts. A maximum of 28 linear feet of structure, as measured parallel to the side lot line at the first-floor plane, may be constructed to the minimum side setback line. For the remaining length of structure, as measured parallel to the side lot line at the first-floor plane, the minimum side line setback distance shall be increased to 14.5 feet. This requirement shall not apply

to buildings and structures on any lot in a Single Residence B or General Residence District devoted to a public, semi-public or institutional use as listed in Section 3.2 Schedule of Use Regulations which uses are governed by footnote (c) herein.*

(j) Buildings and structures created on any lot through "New Construction" shall have a minimum rear line setback requirement of 20 feet in the Single Residence B and General Residence Districts. This requirement shall not apply to buildings and structures on any lot in a Single Residence B or General Residence District devoted to a public, semi-public or institutional use as listed in Section 3.2 Schedule of Use Regulations which uses are governed by footnote (d) herein.*

(k) In the Single Residence B District, buildings and structures created on any lot through "New Construction" shall not result in lot coverage exceeding the following specified maximum percentages of the area of such lot: For lots containing less than 5,500 square feet - 30%; For lots containing at least 5,500 square feet but less than 6,000 square feet - 29%; For lots containing at least 6,000 square feet but less than 6,500 square feet - 28%; For lots containing at least 6,500 square feet but less than 7,000 square feet - 27%; For lots containing at least 7,000 square feet but less than 7,500 square feet - 26%; and For lots containing at least 7,500 square feet - 25%. In the General Residence District, buildings and structures created on any lot through "New Construction" shall not result in lot coverage exceeding 30% of the area of such lot. For purposes of this section lot coverage shall be defined as that portion of a lot that is covered or occupied by buildings or structures, but excluding unenclosed porches and decks, and pools. This requirement shall not apply to buildings and structures on any lot in a Single Residence B or General Residence District devoted to a public, semi-public or institutional use as listed in Section 3.2 Schedule of Use Regulations which uses are governed by footnote (f) herein.*

*As used in footnotes (g), (i), (j), and (k) of the Table of Regulations the term "New Construction" shall be defined as any one, or any combination of the following: (a) Any construction of a structure on a vacant lot; (b) Any construction which involves demolition of more than 50% (fifty percent) of the exterior frame or exterior envelope of an existing structure; (c) Any addition to an existing one-story or one and one-half story structure which results in a gross floor area greater than 200% (two hundred percent) of the gross floor area of the existing structure; and (d) Any addition to an existing two-story or two and one-half story structure which results in a gross floor area greater than 175% (one hundred seventy-five percent) of the gross floor area of the existing structure. Gross floor area for purposes of this definition is as defined in Section 1.3 of the Zoning By-Law under the heading "Floor Area, Gross". For purposes of calculating the percentages of any construction, addition or demolition under this definition, all construction shall be taken into account which commenced, or could have commenced, pursuant to an issued permit within two (2) years prior to the date of any request for any permit to construct, re-construct, alter, add, extend or otherwise structurally change any structure."

5. In Section 4.2, Dimensional Regulations for Rural-Residence Conservation, Single Residence A, Single Residence B, General Residence, and Institutional Districts, Subsection 4.2.1, Table of Regulations, by adding a new footnote (l) under the Maximum Stories column in the Rural-Residence Conservation, Single Residence A, Single Residence B, General Residence and Institutional rows to read as follows:

"(l) See the definition of Half-story, under Story in the Definitions section."

Or take any other action relative thereto.

Article 4 Explanation: The Planning Board is very concerned about the impact on our neighborhoods of some recent single-family residential development. Two years ago proposals to control some of this impact were set forth by the Planning Board at Town Meeting, but they were not adopted and were instead referred back to the Board for further study. The articles were viewed as complex and were opposed by many Needham builders. It was suggested that the Board discuss the changes at greater length with Town residents and the real estate community. That has been done. A newspaper survey was undertaken in January of 1998 which gave the Board an indication of the nature of the Town's concerns. A citizens' task force, consisting of business people, builders, residents, and various civic groups, was appointed to study residents' concerns and to recommend appropriate land-use regulations. The results of that planning effort are contained in Article 4 before you. The article was contributed to by many sources, including one community workshop and the detailed review of the citizens' task force.

Article 4 establishes new setback and lot coverage requirements for "new construction" in the Single Residence B and General Residence Districts. "New construction" is defined in the article as: (1) Any construction of a structure on a vacant lot; (2) Any construction which involves demolition of more than 50% (fifty percent) of the exterior frame or exterior envelope of an existing structure; (3) Any addition to an existing one-story or one and one-half story structure which results in a gross floor area greater than 200% (two hundred percent) of the gross floor area of the existing structure; and (4) Any addition to an existing two-story or two and one-half story structure which results in a gross floor area greater than 175% (one hundred seventy-five percent) of the gross floor area of the existing structure. For purposes of calculating the percentages of any construction, addition or demolition under this definition, all construction shall be taken into account which commenced, or could have commenced, pursuant to an issued permit within two (2) years prior to the date of any request for any permit to construct, re-construct, alter, add, extend or otherwise structurally change any structure. This last provision is designed to prevent builders from accomplishing under multiple building permits what would not be allowed under one building permit. It does this by requiring that the Building Inspector take into account, in reviewing a permit application, any building permits issued within the previous two years for the property.

Article 4 will restrict the size of "new construction" in two ways. First, it would impose a "lot coverage" requirement. Second, it would change side line and rear line setbacks.

"Lot coverage" is defined as a fraction, or percentage, calculated by dividing the square footage of the lot covered by buildings or structures (often called the "footprint"), by the square footage of the lot on which it is located. For purposes of calculating lot coverage, the amendment excludes unenclosed porches and decks. The article establishes a sliding scale lot coverage requirement in the Single Residence B District for "new construction" as follows: For lots containing less than 5,500 square feet, the lot coverage can be no more than 30%; For lots containing at least 5,500 square feet but less than 6,000 square feet, the lot coverage can be no more than 29%; For lots containing at least 6,000 square feet but less

than 6,500 square feet, the lot coverage can be no more than 28%; For lots containing at least 6,500 square feet but less than 7,000 square feet, the lot coverage can be no more than 27%; For lots containing at least 7,000 square feet but less than 7,500 square feet, the lot coverage can be no more than 26%; and For lots containing 7,500 square feet or more, the lot coverage can be no more than 25%. The article establishes a 30% lot coverage requirement in the General Residence District for "new construction".

Article 4 also proposes new setback requirements for "new construction" in the Single Residence B and General Residence Districts. "Setback" is defined in the Zoning By-Law as the "Minimum horizontal distance from a street line or a lot line to any part of a building or structure, including overhang, but not uncovered steps, fences or awnings." The article proposes that buildings created through "new construction" shall have a minimum rear line setback of 20 feet. This is an increase from the present rear line setback of 10 feet. The side line setback provisions for Single Residence B and General Residence are more complicated. The present situation is that lots created before January 9, 1986 are subject to a 10-foot side line setback, and lots created after that date to a 20-foot side line setback. What is proposed is that lots on which "new construction" takes place, and lots created after January 9, 1986, whether or not there is "new construction", must meet a 12.5-foot side line setback requirement. This is a 2.5-foot increase for lots created prior to January 9, 1986 on which "new construction" takes place. All other lots created prior to January 9, 1986 continue to be governed by the 10-foot side line setback.

The final proposed setback change for "new construction" establishes a stepped side line setback and works as follows: If you build the side of the house along the setback line, it can extend for a distance of only 28 feet at the 12.5-foot setback line. Any additional length must be set back an additional two feet. So, under the proposed amendment, 28 feet of the side of the house could be located 12.5 feet from the side lot line, the remainder would have to be at least 14.5 feet back from that line.

Finally, the article clarifies what may be included in the top half-story in a 2 1/2 story single or two-family dwelling, and applies to all districts where such uses are allowed by right or by special permit and the height limit is 2 1/2 stories. The 2 1/2 story limitation is not proposed to change. What would change is the definition of "1/2 story" so as to allow for the placement of dormers in the "1/2 story" subject to the following restrictions: (1) no more than 50% of the area contained in the 1/2 story could have a finished ceiling height exceeding 5 feet; and (2) the length of dormers installed in a sloping roof directly above the second story of a structure could not exceed 30% of the eave length of the portion of the roof in which the dormer is built. There would be no restrictions on the length of dormers installed in a sloping roof directly above the first story of a structure.

Article 4, although not going as far as some would like, will reduce the number of contrived lots. Increasing setbacks and establishing a lot coverage requirement for new construction and its functional equivalent will result in residential construction more characteristic of Needham's existing neighborhoods. Allowing for the placement of dormers in the half-story will afford residents an additional means of meeting their space needs without significantly increasing overall house bulk.

MOVED: That the Town vote to amend the Zoning By-Law as follows:

1. In Section 1.3, Definitions, by deleting the existing definition of the term "Half-story" and by inserting in its place the following new definition:

"Half-story or 1/2 story - For all single-family detached dwellings and two-family detached dwellings, that portion of a building included between the upper surface of a floor

and the lower surface of a sloping roof next above where the area contained therein has a finished ceiling height exceeding 5'- 0". Dormers installed in a sloping roof directly above the second story of a structure shall be limited in size as follows: the total length of the front wall(s) of a dormer(s) shall not exceed 30% (thirty percent) of the eave length of the portion of the roof in which the dormer is built. There are no restrictions on dormers installed in a sloping roof directly above the first story of a structure. This definition shall apply to all single-family detached dwellings and two-family detached dwellings. For all other buildings the definition is, that part of a building under a sloping roof where the full-length rafters rest on the top beam of the story below."

2. In Section 4.2, Dimensional Regulations for Rural-Residence Conservation, Single Residence A, Single Residence B, General Residence, and Institutional Districts, Subsection 4.2.1, Table of Regulations, by revising the third row in the Table "Single Residence B" so that it shall read as follows:

	Minimum Lot Area (sq.ft.)	Minimum Frontage (feet)	Front Setback (feet)	Side Setback (feet)	Rear Setback (feet)
Single Residence B	10,000	80	20 (b)	12.5 (c)(g)(i)	10 (d)(g)(j)
	Maximum Floor Area Ratio (F.A.R.) NR (e)	Maximum % Lot Coverage NR (f)(k)	Maximum Stories 2-1/2	Maximum Height (feet) 35"	

3. In Section 4.2, Dimensional Regulations for Rural-Residence Conservation, Single Residence A, Single Residence B, General Residence, and Institutional Districts, Subsection 4.2.1, Table of Regulations, by revising the fourth row in the Table "General Residence" so that it shall read as follows:

	Minimum Lot Area (sq.ft.)	Minimum Frontage (feet)	Front Setback (feet)	Side Setback (feet)	Rear Setback (feet)
General Residence	10,000	80	20 (b)	12.5 (c)(g)(i)	10 (d)(g)(j)
	Maximum Floor Area Ratio (F.A.R.) NR (e)	Maximum % Lot Coverage NR (f)(k)	Maximum Stories 2-1/2	Maximum Height (feet) 35"	
General Residence	NR (e)	NR (F)(k)	2-1/2	35"	

4. In Section 4.2, Dimensional Regulations for Rural-

Residence Conservation, Single Residence A, Single Residence B, General Residence, and Institutional Districts, Subsection 4.2.1, Table of Regulations, by revising footnote (g) and by adding a new footnote (i), a new footnote (j), and a new footnote (k), which shall read as follows:

"(g) Excepting buildings and structures on any lot in a Single Residence A, Single Residence B or General Residence District devoted to a public, semi-public or institutional use as listed in Section 3.2 Schedule of Use Regulations and buildings and structures on any lot in a Single Residence B or General Residence District created through "New Construction", buildings and structures on lots created by deed or plan, endorsed or recorded before January 9, 1986, shall have a minimum side or rear line setback of 15 feet in the Single Residence A and Institutional Districts and 10 feet in the Single Residence B and General Residence Districts, respectively.*

(i) Buildings and structures created on any lot through "New Construction" and buildings and structures on lots created by deed or plan, endorsed or recorded after January 9, 1986, shall have a minimum side line setback requirement of 12.5 feet in the Single Residence B and General Residence Districts. A maximum of 28 linear feet of structure, as measured parallel to the side lot line at the first-floor plane, may be constructed to the minimum side setback line. For the remaining length of structure, as measured parallel to the side lot line at the first-floor plane, the minimum side line setback distance shall be increased to 14.5 feet. This requirement shall not apply to buildings and structures on any lot in a Single Residence B or General Residence District devoted to a public, semi-public or institutional use as listed in Section 3.2 Schedule of Use Regulations which uses are governed by footnote (c) herein.*

(j) Buildings and structures created on any lot through "New Construction" shall have a minimum rear line setback requirement of 20 feet in the Single Residence B and General Residence Districts. This requirement shall not apply to buildings and structures on any lot in a Single Residence B or General Residence District devoted to a public, semi-public or institutional use as listed in Section 3.2 Schedule of Use Regulations which uses are governed by footnote (d) herein.*

(k) In the Single Residence B District, buildings and structures created on any lot through "New Construction" shall not result in lot coverage exceeding the following specified maximum percentages of the area of such lot: For lots containing less than 5,500 square feet - 30%; For lots containing at least 5,500 square feet but less than 6,000 square feet - 29%; For lots containing at least 6,000 square feet but less than 6,500 square feet - 28%; For lots containing at least 6,500 square feet but less than 7,000 square feet - 27%; For lots containing at least 7,000 square feet but less than 7,500 square feet - 26%; and For lots containing at least 7,500 square feet - 25%. In the General Residence District, buildings and structures created on any lot through "New Construction" shall not result in lot coverage exceeding 30% of the area of such lot. For purposes of this section lot coverage shall be defined as that portion of a lot that is covered or occupied by buildings or structures, but excluding unenclosed

porches and decks, and pools. This requirement shall not apply to buildings and structures on any lot in a Single Residence B or General Residence District devoted to a public, semi-public or institutional use as listed in Section 3.2 Schedule of Use Regulations which uses are governed by footnote (f) herein.*

*As used in footnotes (g), (i), (j), and (k) of the Table of Regulations the term "New Construction" shall be defined as any one, or any combination of the following: (a) Any construction of a structure on a vacant lot; (b) Any construction which involves demolition of more than 50% (fifty percent) of the exterior frame or exterior envelope of an existing structure; (c) Any addition to an existing one-story or one and one-half story structure which results in a gross floor area greater than 200% (two hundred percent) of the gross floor area of the existing structure; and (d) Any addition to an existing two-story or two and one-half story structure which results in a gross floor area greater than 175% (one hundred seventy-five percent) of the gross floor area of the existing structure. Gross floor area for purposes of this definition is as defined in Section 1.3 of the Zoning By-Law under the heading "Floor Area, Gross". For purposes of calculating the percentages of any construction, addition or demolition under this definition, all construction shall be taken into account which commenced, or could have commenced, pursuant to an issued permit within two (2) years prior to the date of any request for any permit to construct, re-construct, alter, add, extend or otherwise structurally change any structure."

5. In Section 4.2, Dimensional Regulations for Rural-Residence Conservation, Single Residence A, Single Residence B, General Residence, and Institutional Districts, Subsection 4.2.1, Table of Regulations, by adding a new footnote (l) under the Maximum Stories column in the Rural-Residence Conservation, Single Residence A, Single Residence B, General Residence and Institutional rows to read as follows:

"(l) See the definition of Half-story, under Story in the Definitions section."

The following motion to amend was offered by Mr. Maurice P. Handel:

That the main motion under Article is amended as follows:

Under number 4, Section 4.2, footnote (k), by deleting the second sentence in its entirety and replacing it with the following sentence: "In the General Residence District, buildings and structures created on any lot through "New Construction" shall not result in lot coverage exceeding the following specified maximum percentages of the area of such lot: For lots containing less than 7,000 square feet - 35%; For lots containing at least 7,000 square feet but less than 7,500 square feet - 34%; For lots containing at least 7,500 square feet but less than 8,000 square feet - 33%; For lots containing at least 8,000 square feet but less than 8,500 square feet - 32%; For lots containing at least 8,500 square feet but less than 9,000 square feet - 31%; and For lots containing at least 9,000 square feet - 30%."

And further amending said number 4, in the paragraph beginning with an asterisk, by deleting the phrase "(c) Any addition to an existing one-story or one and one-half story structure which results in a gross floor area greater than 200% (two hundred percent) of the

gross floor area of the existing structure; and (d)" and replacing it with the following phrase: "(c) Any addition to an existing one-story structure which results in a gross floor area greater than 240% (two hundred forty percent) of the gross floor area of the existing structure; (d) Any addition to an existing one and one-half story structure which results in a gross floor area greater than 220% (two hundred twenty percent) of the gross floor area of the existing structure; and (e)".

Devra G. Bailin, Member, addressed this proposal on behalf of the Planning Board. She explained that this proposal is the culmination of several years work which was brought to the Planning board by concerned residents. As a result a study committee on the construction of new, much larger single family dwellings was created. She noted that a newspaper survey prepared by the committee showed that three quarters of the respondents were concerned with new construction and tear-downs. This proposal is the result of this survey and many committee meetings. Mr. Kelly and Mr. Gluesing presented a detailed overview of this zoning amendment.

Mr. John H. Cogswell, Selectman, advised that there is a significant impact of new large houses construction on the town's drainage system. The more house coverage equals the less drainage. These restrictions will help our drainage system.

In response to an inquiry from Mr. Ford H. Peckham, Mrs. Bailin stated that over 400 residents (or approximately 5%) responded to the survey and expressed concern with large home construction and tear-downs.

Mr. Gregory Igo, resident, addressed this proposal indicating that more data is required before approving this zoning amendment. He stated that he owns a small ranch at 22 Sterling Road and would not be able to get a building permit under this proposal. He urged a "no" vote on this proposal.

Mr. Richard B. Weitzen explained that his house is on a sub-standard sized lot and this article can prevent or restrict renovations or construction. A motion to amend was offered by Mr. Richard B. Weitzen to amend Article 4, footnote (i) by adding to the end of footnote (i) the following:

"Notwithstanding anything to the contrary contained herein, the minimum side line setback requirement for all buildings and structures on any lot in a Single Residence B District which contains less than 10,000 square feet or has less than 80 feet of Frontage shall be 10.0 feet."; and

to amend Article 4, footnote (k) as follows:

"Notwithstanding anything to the contrary contained herein, the requirements of this footnote (k) shall not apply to buildings and structures on any lot in a Single Residence B District which contain less than 10,000 square feet or has less than 80 feet of Frontage."

In response to an inquiry from Jeffrey D. Heller, Mrs. Bailin stated that any house not in compliance can seek relief through Special Permit. Furthermore, not all will have to comply with the 12.5 foot side setback. She noted that the Planning Board tried to limit the impact to substantial construction. The 12.5 foot side setback does not apply unless substantial construction is triggered.

Mr. Daniel P. Messing spoke in opposition to this proposal. He indicated that this survey was self-selective and offends

his sensibilities.

In response to an inquiry from Mr. Alan J. Davidson who has the same situation as Mr. Igo, Mrs. Bailin advised that Mr. Igo's statement is not accurate.

Mr. Richard B. Gatto spoke in favor of this proposal. He stated that he served on the study committee and that this was a two-year process. The zoning amendment will not affect additions. However, it will prevent abuses that the current Zoning By-Law would allow. The proposal seeks to limit large new construction and make second and third levels more usable. He urged a "Yes" vote.

Also speaking in favor of this proposal were Town meeting Members Cynthia Conturie and James G. Healy.

Mr. James Hugh Powers reminded Town Meeting that a non-binding public policy question can be placed on the annual town election ballot.

Mr. Martin L. B. Walter advised that if the proposal is not understood by the electorate, then it ought not to pass.

Mr. Michael J. Goldberg added that Mr. Weitzen's amendment would exempt those with small lots.

Mr. Jeffrey Kristeller stated that he is a builder involved in tear-downs and is in favor of this proposal. He further noted that allowing attic use for living space is long overdue.

A motion to divide the main motion into 2 parts - Section 1 and the balance of Sections 2 through 5 was offered by Mr. Ethan F. Fener and he was joined by the required 20 Town Meeting Members under the Town's General By-Laws Section 1.7. A motion to divide the main motion Mr. Weitzen's motion to amend was offered by Mr. Ethan F. Fener and again he was joined by the required 20 Town Meeting Members (General By-Laws Section 1.7).

A motion to move the previous question was offered by Mrs. Joanne Aliber. The motion was presented and the Moderator was in doubt as to the voice vote. The following Town Meeting Members were sworn in as tellers by the Moderator: Helen Jursek, William R. Dermody, Richard S. Creem, Leroy J. Nutile, Jane B. Murphy, and William J. Miles. The motion was presented again and carried by the required two thirds vote. The hand count was Yes 159 - No 42.

Mr. Weitzen's motion to amend was divided into two parts. The first part of the amendment was presented, but the Moderator was in doubt as to the voice vote. The motion was again presented and carried by a count of hands. The hand count was Yes 118 - No 86.

The second part of Mr. Weitzen's motion to amend was presented, but failed to pass by voice vote.

Mr. Handel's motion to amend was presented and carried by voice vote.

ACTION: Under division, the first part of the main amended motion (Section 1), which requires a two-thirds vote, was presented, but the Moderator was in doubt as to the voice vote. The motion was again presented and carried by a count of hands. The hand count was Yes 192 - No 10.

ACTION: Under division, the second part of the main amended

motion (remaining sections 2 through 5), which requires a two-thirds vote, was presented, but the Moderator was in doubt as to the voice vote. The motion was again presented, but it failed to pass by a count of hands. The hand count was Yes 138 - No 72

At this time a motion for a roll call vote was offered by Mr. Gerald R. Browne and he was joined by the required 25 Town Meeting Members under the Town's General By-Laws Section 1.4.2.

ACTION: The main motion, as amended was called by roll call vote and carried by the required two-thirds vote. The Roll Call was Yes 146 - No 72.

VOTED: That the Town vote to amend the Zoning By-Law as follows:

1. In Section 1.3, Definitions, by deleting the existing definition of the term "Half-story" and by inserting in its place the following new definition:

"Half-story or ½ story - For all single-family detached dwellings and two-family detached dwellings, that portion of a building included between the upper surface of a floor and the lower surface of a sloping roof next above where the area contained therein has a finished ceiling height exceeding 5'- 0". Dormers installed in a sloping roof directly above the second story of a structure shall be limited in size as follows: the total length of the front wall(s) of a dormer(s) shall not exceed 30% (thirty percent) of the eave length of the portion of the roof in which the dormer is built. There are no restrictions on dormers installed in a sloping roof directly above the first story of a structure. This definition shall apply to all single-family detached dwellings and two-family detached dwellings. For all other buildings the definition is, that part of a building under a sloping roof where the full-length rafters rest on the top beam of the story below."

2. In Section 4.2, Dimensional Regulations for Rural-Residence Conservation, Single Residence A, Single Residence B, General Residence, and Institutional Districts, Subsection 4.2.1, Table of Regulations, by revising the third row in the Table "Single Residence B" so that it shall read as follows:

	Minimum Lot Area (sq.ft.)	Minimum Frontage (feet)	Front Setback (feet)	Side Setback (feet)	Rear Setback (feet)
Single Residence B	10,000	80	20 (b)	12.5 (c)(g)(i)	10 (d)(g)(j)
Maximum Floor Area Ratio (F.A.R.)		Maximum % Lot Coverage		Maximum Stories	Maximum Height (feet)
NR (e)		NR (f)(k)		2-1/2	35"

3. In Section 4.2, Dimensional Regulations for Rural-Residence Conservation, Single Residence A, Single Residence B, General Residence, and Institutional Districts, Subsection 4.2.1, Table of Regulations, by revising the fourth row in the Table "General Residence"

so that it shall read as follows:

	Minimum Lot Area (sq.ft.)	Minimum Frontage (feet)	Front Setback (feet)	Side Setback (feet)	Rear Setback (feet)
General Residence	10,000	80	20 (b)	12.5 (c)(g)(i)	10 (d)(g)(j)

	Maximum Floor Area Ratio (F.A.R.)	Maximum % Lot Coverage	Maximum Stories	Maximum Height (feet)
NR (e)	NR (f)(k)	NR	2-1/2	35"

General Residence	NR (e)	NR (F)(k)	2-1/2	35"
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4. In Section 4.2, Dimensional Regulations for Rural-Residence Conservation, Single Residence A, Single Residence B, General Residence, and Institutional Districts, Subsection 4.2.1, Table of Regulations, by revising footnote (g) and by adding a new footnote (i), a new footnote (j), and a new footnote (k), which shall read as follows:

"(g) Excepting buildings and structures on any lot in a Single Residence A, Single Residence B or General Residence District devoted to a public, semi-public or institutional use as listed in Section 3.2 Schedule of Use Regulations and buildings and structures on any lot in a Single Residence B or General Residence District created through "New Construction", buildings and structures on lots created by deed or plan, endorsed or recorded before January 9, 1986, shall have a minimum side or rear line setback of 15 feet in the Single Residence A and Institutional Districts and 10 feet in the Single Residence B and General Residence Districts, respectively.*

(i) Buildings and structures created on any lot through "New Construction" and buildings and structures on lots created by deed or plan, endorsed or recorded after January 9, 1986, shall have a minimum side line setback requirement of 12.5 feet in the Single Residence B and General Residence Districts. A maximum of 28 linear feet of structure, as measured parallel to the side lot line at the first-floor plane, may be constructed to the minimum side setback line. For the remaining length of structure, as measured parallel to the side lot line at the first-floor plane, the minimum side line setback distance shall be increased to 14.5 feet. This requirement shall not apply to buildings and structures on any lot in a Single Residence B or General Residence District devoted to a public, semi-public or institutional use as listed in Section 3.2 Schedule of Use Regulations which uses are governed by footnote (c) herein.* Notwithstanding anything to the contrary contained herein, the minimum side line setback requirement for all buildings and structures on any lot in a Single Residence B District which contains less than 10,000 square feet or has less than 80 feet of Frontage shall be 10.0 feet.

(j) Buildings and structures created on any lot through "New Construction" shall have a minimum rear line setback requirement of 20 feet in the Single Residence B and General Residence Districts. This requirement shall not apply to buildings and structures on any lot in a Single Residence B or General Residence District devoted to a public, semi-public or institutional use as listed in Section 3.2 Schedule of Use Regulations which uses are governed by footnote (d) herein.*

(k) In the Single Residence B District, buildings and structures created on any lot through "New Construction" shall not result in lot coverage exceeding the following specified maximum percentages of the area of such lot: For lots containing less than 5,500 square feet - 30%; For lots containing at least 5,500 square feet but less than 6,000 square feet - 29%; For lots containing at least 6,000 square feet but less than 6,500 square feet - 28%; For lots containing at least 6,500 square feet but less than 7,000 square feet - 27%; For lots containing at least 7,000 square feet but less than 7,500 square feet - 26%; and For lots containing at least 7,500 square feet - 25%. In the General Residence District, buildings and structures created on any lot through "New Construction" shall not result in lot coverage exceeding the following specified maximum percentages of the area of such lot: For lots containing less than 7,000 square feet - 35%; For lots containing at least 7,000 square feet but less than 7,500 square feet - 34%; For lots containing at least 7,500 square feet but less than 8,000 square feet - 33%; For lots containing at least 8,000 square feet but less than 8,500 square feet - 32%; For lots containing at least 8,500 square feet but less than 9,000 square feet - 31%; and For lots containing at least 9,000 square feet - 30%. For purposes of this section lot coverage shall be defined as that portion of a lot that is covered or occupied by buildings or structures, but excluding unenclosed porches and decks, and pools. This requirement shall not apply to buildings and structures on any lot in a Single Residence B or General Residence District devoted to a public, semi-public or institutional use as listed in Section 3.2 Schedule of Use Regulations which uses are governed by footnote (f) herein.*

*As used in footnotes (g), (i), (j), and (k) of the Table of Regulations the term "New Construction" shall be defined as any one, or any combination of the following: (a) Any construction of a structure on a vacant lot; (b) Any construction which involves demolition of more than 50% (fifty percent) of the exterior frame or exterior envelope of an existing structure; (c) Any addition to an existing one-story structure which results in a gross floor area greater than 240% (two hundred forty percent) of the gross floor area of the existing structure; (d) Any addition to an existing one and one-half story structure which results in a gross floor area greater than 220% (two hundred twenty percent) of the gross floor area of the existing structure; and (e) Any addition to an existing two-story or two and one-half story structure which results in a gross floor area greater than 175% (one hundred seventy-five percent) of the gross floor area of the existing structure. Gross floor area for purposes of this definition is as defined in Section 1.3 of the Zoning By-Law under the heading "Floor Area, Gross". For purposes of calculating the percentages of any construction, addition or demolition under this definition, all construction shall be taken into account which

commenced, or could have commenced, pursuant to an issued permit within two (2) years prior to the date of any request for any permit to construct, re-construct, alter, add, extend or otherwise structurally change any structure."

5. In Section 4.2, Dimensional Regulations for Rural-Residence Conservation, Single Residence A, Single Residence B, General Residence, and Institutional Districts, Subsection 4.2.1, Table of Regulations, by adding a new footnote (l) under the Maximum Stories column in the Rural-Residence Conservation, Single Residence A, Single Residence B, General Residence and Institutional rows to read as follows:

"(l) See the definition of Half-story, under Story in the Definitions section."

At 12:05 A.M. Mr. David R. Cox moved that the Annual Town meeting stand adjourned to Wednesday, May 5, 1999 at 7:30 P.M. at the Newman School, and it was so voted unanimously.

Theodora K. Eaton, CMC/AEE
Town Clerk

a true copy
ATTEST:

ADJOURNED ANNUAL TOWN MEETING

Wednesday, May 5, 1999

Pursuant to adjournment of the Annual Town Meeting held May 3, 1999, the Inhabitants of the Town of Needham qualified to vote in Town Affairs met in the Newman School on Wednesday, May 5, 1999, at 7:30 P.M.

Check lists were used and 247 voters were checked on the list as being present, including 219 Town Meeting Members.

At the designation of Carl M Perkins, President of the Needham Clergy Association, Reverend Dr. Lorne Bostwick, Pastor, Presbyterian Church of Needham, gave the invocation.

The Moderator announced that an exchange student, Johan Holmes from Sweden, was with us on Monday night. The Moderator thanked Jennifer Tucker and Mark Oddo for manning the microphones this evening.

The Moderator declared a quorum to be present and requested the Town Clerk to so record.

ARTICLE 5: AMEND ZONING BY-LAW - ADULT USES OVERLAY DISTRICTS

To see if the Town will vote to amend the Zoning By-Law, Section 3.5, Adult Uses Overlay Districts, Subsection 3.5.6, Special Permit Standards for Adult Uses, by revising paragraph (a) so that it shall read as follows (new language underlined):

"(a) No Adult Bookstore, Adult Video Store, Adult Paraphernalia Store, Adult Motion Picture Theater, or Adult Live Entertainment Establishment may be located less than 500 feet from a child-care facility, park, playground, recreational areas where large numbers of minors regularly travel or congregate, another Adult Use, any establishment licensed under the provisions of M.G.L. Chapter 138, Section 12, or any establishment with a common victualler's license that allows consumption of alcoholic beverages on its premises, nor less than 700 feet from any residential district designated by this By-Law. The distances specified above shall be measured by a straight line from the nearest property line of the premises on which the Adult Use is to be located to the nearest property line of any of the designated uses set forth herein."

Or take any other action relative thereto.

Article 5 Explanation: This article would amend the current adult use regulations so as to prohibit an adult use facility from locating within 500 feet of any establishment that allows for the consumption of alcoholic beverages on its premises (i.e., restaurant allowing carry-in alcohol). Under the current adult use regulations, no adult use facility can be located within 500 feet of a restaurant with a liquor license. Current adult use regulations impose no locational restrictions on adult use facilities wishing to locate within 500 feet of a restaurant allowing carry-in alcohol and on which a liquor license is not required. The proposed amendment will create parity between those establishments with liquor licenses and those establishments permitting carry-in alcohol consumption so that any facility that allows alcohol consumption on its premises is considered in the same regulatory category.

MOVED: That the Town vote to amend the Zoning By-Law, Section 3.5, Adult Uses Overlay Districts, Subsection 3.5.6, Special Permit Standards for Adult Uses, by revising paragraph (a) so that it shall read as follows (new language underlined):

"(a) No Adult Bookstore, Adult Video Store, Adult Paraphernalia Store, Adult Motion Picture Theater, or Adult Live Entertainment Establishment may be located less than 500 feet from a child-care facility, park, playground, recreational areas where large numbers of minors regularly travel or congregate, another Adult Use, any establishment licensed under the provisions of M.G.L. Chapter 138, Section 12, or any establishment with a common victualler's license that allows consumption of alcoholic beverages on its premises, nor less than 700 feet from any residential district designated by this By-Law. The distances specified above shall be measured by a straight line from the nearest property line of the premises on which the Adult Use is to be located to the nearest property line of any of the designated uses set forth herein."

Mr. Robert T. Smart, Jr., member, addressed this proposal on behalf of the Planning Board. He recommended adoption of this article.

Mr. John H. Cogswell, Selectman, recommended adoption on behalf of the Board of Selectmen.

ACTION: The main motion, which requires a two-thirds vote, was presented and carried unanimously by voice vote.

ARTICLE 6: AMEND ZONING BY-LAW - MAP CHANGE TO FLOOD PLAIN DISTRICT

To see if the Town will vote to amend the Needham Zoning By-Law by amending the Zoning Map as follows:

1. Place in the Flood Plain District all that land along or sloping toward that portion of Rosemary Brook between Rosemary Lake and Central Avenue that is at or below the following elevations: (a) Ninety (90) feet above mean sea level upstream of West Street; and (b) Eighty-eight (88) feet above mean sea level between West Street and Central Avenue.
2. Place in the Flood Plain District all that land along or sloping toward that portion of Rosemary Brook between Central Avenue and the Needham-Wellesley town line that is at or below an elevation of eighty-five (85) feet above mean sea level.
3. Place in the Flood Plain District all that land along or sloping toward the Fuller Brook that is at or below the following elevations: (a) One hundred forty (140) feet above mean sea level upstream of a line described as follows: beginning at the U.S. Geodetic Survey bench mark 28 AK (Massachusetts 1941 Coordinates X = 665044.12, Y = 464912.59), thence northerly along a straight line thirty-seven hundred (3700) feet more or less to a point at the intersection of the center lines of Alden Road and Stewart Road; and (b) One hundred thirty-seven (137) feet above mean sea level westerly of the line described in the preceding paragraph (a) and also including all that land at or below elevation one hundred thirty-seven (137) feet mean sea level between Cartwright Road and the Needham-Wellesley town line and between Central Avenue and the Needham-Wellesley town line.
4. Place in the Flood Plain District all that land along or sloping toward the Charles River between the most easterly intersection of the Needham-Dover-Wellesley town lines and the Cochrane Dam that is at or below the following elevations: (a) One hundred ten (110) feet above mean sea level between the most easterly intersection of the Needham-Dover-Wellesley town lines and a line projected perpendicular to the center line of the Charles River extending westerly from the Metropolitan District Commission sewer manhole, Station #43 + 33.20, seventy-eight hundred (7800) feet more or less downstream; (b) One hundred nine (109) feet above mean sea level between a line projected perpendicular to the center line of the Charles River extending westerly from the Metropolitan District Commission sewer manhole, Station #43 + 33.20, and the Central Avenue Bridge; and (c) One hundred eight (108) feet above mean sea level between the Central Avenue Bridge and the Cochrane Dam located approximately two hundred (200) feet downstream of the South Street Bridge.
5. Place in the Flood Plain District all that land along or sloping toward the Charles River that is at or below an elevation of one hundred (100) feet above mean sea level between the Cochrane Dam and the Chestnut Street

Bridge.

6. Place in the Flood Plain District all that land along or sloping toward the Charles River between the Chestnut Street Bridge and the Greendale Avenue Bridge that is at or below the following elevations: (a) Ninety-eight (98) feet above mean sea level between the Chestnut Street Bridge and the Dedham Avenue Bridge; and (b) Ninety-six (96) feet above mean sea level between the Dedham Avenue Bridge and the Greendale Avenue Bridge.
7. Place in the Flood Plain District all that land along or sloping toward the Charles River between the Greendale Avenue Bridge easterly and northerly along the Charles River in Needham to the Needham-Wellesley town line that is at or below the following elevations: (a) Ninety-five (95) feet above mean sea level between the Greendale Avenue Bridge and the intersection of the Needham-Dedham town lines approximately twenty-four hundred (2400) feet downstream of the Greendale Avenue Bridge; (b) Ninety-two (92) feet above mean sea level between the intersection of the Needham-Dedham town lines approximately twenty-four hundred (2400) feet downstream of the Greendale Avenue Bridge and the Kendrick Street Bridge; (c) Ninety-one (91) feet above mean sea level between the Kendrick Street Bridge and the Sudbury Aqueduct; and (d) Seventy-five (75) feet above mean sea level between the Sudbury Aqueduct and the Needham-Wellesley town line. (Note: Add 105.64 feet to mean sea level elevations to determine elevations on Needham sewer base datum.)

Or take any other action relative thereto.

Article 6 Explanation: This article would amend the Zoning Map to reflect the Town's present Flood Plain District boundaries as described in the Zoning By-Law. No change to the actual Flood Plain District boundaries are afforded by this amendment. Rather, the current Flood Plain District boundaries as described in the Zoning By-Law will now be shown on the Zoning Map in addition to being described in narrative form in the Zoning By-Law. This technical correction to the Zoning Map was recommended to the Town by the Attorney General last spring to ensure the Town's continued ability to enforce its Flood Plain District zoning regulations.

MOVED: That the Town vote to amend the Needham Zoning By-Law by amending the Zoning Map as follows:

1. Place in the Flood Plain District all that land along or sloping toward that portion of Rosemary Brook between Rosemary Lake and Central Avenue that is at or below the following elevations: (a) Ninety (90) feet above mean sea level upstream of West Street; and (b) Eighty-eight (88) feet above mean sea level between West Street and Central Avenue.
2. Place in the Flood Plain District all that land along or sloping toward that portion of Rosemary Brook between Central Avenue and the Needham-Wellesley town line that is at or below an elevation of eighty-five (85) feet above mean sea level.
3. Place in the Flood Plain District all that land along or sloping toward the Fuller Brook that is at or below the following elevations: (a) One hundred forty (140) feet above mean sea level upstream of a line described as follows: beginning at the U.S. Geodetic Survey bench

mark 28 AK (Massachusetts 1941 Coordinates X = 665044.12, Y = 464912.59), thence northerly along a straight line thirty-seven hundred (3700) feet more or less to a point at the intersection of the center lines of Alden Road and Stewart Road; and (b) One hundred thirty-seven (137) feet above mean sea level westerly of the line described in the preceding paragraph (a) and also including all that land at or below elevation one hundred thirty-seven (137) feet mean sea level between Cartwright Road and the Needham-Wellesley town line and between Central Avenue and the Needham-Wellesley town line.

4. Place in the Flood Plain District all that land along or sloping toward the Charles River between the most easterly intersection of the Needham-Dover-Wellesley town lines and the Cochrane Dam that is at or below the following elevations: (a) One hundred ten (110) feet above mean sea level between the most easterly intersection of the Needham-Dover-Wellesley town lines and a line projected perpendicular to the center line of the Charles River extending westerly from the Metropolitan District Commission sewer manhole, Station #43 + 33.20, seventy-eight hundred (7800) feet more or less downstream; (b) One hundred nine (109) feet above mean sea level between a line projected perpendicular to the center line of the Charles River extending westerly from the Metropolitan District Commission sewer manhole, Station #43 + 33.20, and the Central Avenue Bridge; and (c) One hundred eight (108) feet above mean sea level between the Central Avenue Bridge and the Cochrane Dam located approximately two hundred (200) feet downstream of the South Street Bridge.
5. Place in the Flood Plain District all that land along or sloping toward the Charles River that is at or below an elevation of one hundred (100) feet above mean sea level between the Cochrane Dam and the Chestnut Street Bridge.
6. Place in the Flood Plain District all that land along or sloping toward the Charles River between the Chestnut Street Bridge and the Greendale Avenue Bridge that is at or below the following elevations: (a) Ninety-eight (98) feet above mean sea level between the Chestnut Street Bridge and the Dedham Avenue Bridge; and (b) Ninety-six (96) feet above mean sea level between the Dedham Avenue Bridge and the Greendale Avenue Bridge.
7. Place in the Flood Plain District all that land along or sloping toward the Charles River between the Greendale Avenue Bridge easterly and northerly along the Charles River in Needham to the Needham-Wellesley town line that is at or below the following elevations: (a) Ninety-five (95) feet above mean sea level between the Greendale Avenue Bridge and the intersection of the Needham-Dedham town lines approximately twenty-four hundred (2400) feet downstream of the Greendale Avenue Bridge; (b) Ninety-two (92) feet above mean sea level between the intersection of the Needham-Dedham town lines approximately twenty-four hundred (2400) feet downstream of the Greendale Avenue Bridge and the Kendrick Street Bridge; (c) Ninety-one (91) feet above mean sea level between the Kendrick Street Bridge and the Sudbury Aqueduct; and (d) Seventy-five (75) feet above mean sea level between the Sudbury Aqueduct and the Needham-Wellesley town line. (Note: Add 105.64

feet to mean sea level elevations to determine elevations on Needham sewer base datum.)

Mr. Maurice P. Handel, Chairman, addressed this proposal on behalf of the Planning Board and recommended adoption.

ACTION: The main motion, which requires a two-thirds vote, was presented and carried unanimously by voice vote.

A motion to advance Article 10 for consideration immediately after Article 6 and before Article 7 was offered by Mr. Richard S. Creem. Unanimous consent was given to advance Article 10.

ARTICLE 10: AMEND CONSOLIDATED PERSONNEL BY-LAW

To see if the Town will vote to amend its Consolidated Personnel By-Law (Article VIII of the General By-laws of the Town of Needham) by:

1. Amending in Section 8.3 the definition of Emergency Appointments, by deleting the words "three (3)" and inserting in place thereof the words "six (6)";
2. Amending Section 8.17 by deleting the words "who have successfully completed the six-month probationary period" and inserting a second paragraph as follows:

"Newly hired non-represented employees shall be granted personal leave according to the following schedule:

<u>First Day of Employment</u>	<u>Personal Days</u>
July 1 - December 31	2 days
January 1 - June 30	1 day"

3. Amending Article 8.11.4 (b) by deleting the word "and" before the word "stipends," and inserting after the word "stipends," the words "merit pay, or other pay type as may be authorized by this by-law or state statute,"
4. Amending Section 8.5 by inserting a new section (c)(2) and renumbering the following sub-sections accordingly.

"8.5(c)(2) Oversee the administration of the management compensation system, including performance and merit pay programs, in accordance with guidelines and policies promulgated by the Personnel Board."
5. Amending Section 8.11 by inserting a new section 8.11.4 and renumbering following sub-sections accordingly.

***8.11.4**

- (a) The Town Administrator shall oversee a management compensation system, including performance and merit pay components, in accordance with guidelines and policies promulgated by the Personnel Board.
- (b) In the event that other provisions of this by-law conflict with Section 8.11.4(a), the provisions of 8.11.4(a) shall prevail.
- (c) All management compensation increases must be

approved by the Town Administrator. In the event that an appointing authority is not satisfied with a determination made by the Town Administrator, he or she may request that the Chairman of the Personnel Board/designee mediate the matter. If the Appointing Authority is still not satisfied as to the decision of the Town Administrator, he or she may file an appeal with the Personnel Board in accordance with Section 8.23 of this By-law."

6. Amend Section 8.11.12 by inserting the following at the end of the section:

"Department managers (those classified and compensated on the M-Schedule) hired after July 1, 1994 will not be eligible to participate in the longevity program. Individuals newly promoted to department manager positions after July 1, 1994 will not be eligible to participate in the longevity program, unless approved by the Personnel Board in extenuating circumstances."

Or take any other action relative thereto.

Article 10 Explanation: The Personnel Board is proposing several changes to the Consolidated Personnel By-law. The first item is a technical correction to an action taken by a previous Town Meeting to extend the definition of an emergency appointment from three to six weeks. The second item clarifies the eligibility for, and use of, personal leave for non-represented employees, who are currently entitled to two personal days per year, but must serve a six month probationary period prior to using the days. The third item, also a technical correction, clarifies the pay types non-represented employees are already entitled to receive. The final three items substantially change the method of compensation for management employees, from a system which rewards longevity, to one which rewards individual and team performance.

MOVED: That the Town vote to amend its Consolidated Personnel By-Law (Article VIII of the General By-laws of the Town of Needham) by:

1. Amending in Section 8.3 the definition of Emergency Appointments, by deleting the words "three (3)" and inserting in place thereof the words "six (6)";

2. Amending Section 8.17 by deleting the words "who have successfully completed the six-month probationary period" and inserting a second paragraph as follows:

"Newly hired non-represented employees shall be granted personal leave according to the following schedule:

<u>First Day of Employment</u>	<u>Personal Days</u>
July 1 - December 31	2 days
January 1 - June 30	1 day"

3. Amending Article 8.11.4 (b) by deleting the word "and" before the word "stipends," and inserting after the word "stipends," the words "merit pay, or other pay type as may be authorized by this by-law or state statute,"

4. Amending Section 8.5 by inserting a new section (c)(2) and renumbering the following sub-sections accordingly.

"8.5(c)(2)Oversee the administration of the management compensation system, including performance and merit pay programs, in accordance with guidelines and policies

promulgated by the Personnel Board."

5. Amending Section 8.11 by inserting a new section 8.11.4 and renumbering following sub-sections accordingly.

"8.11.4

(a) The Town Administrator shall oversee a management compensation system, including performance and merit pay components, in accordance with guidelines and policies promulgated by the Personnel Board.

(b) In the event that other provisions of this by-law conflict with Section 8.11.4(a), the provisions of 8.11.4(a) shall prevail.

(c) All management compensation increases must be approved by the Town Administrator. In the event that an appointing authority is not satisfied with a determination made by the Town Administrator, he or she may request that the Chairman of the Personnel Board/designee mediate the matter. If the Appointing Authority is still not satisfied as to the decision of the Town Administrator, he or she may file an appeal with the Personnel Board in accordance with Section 8.23 of this By-law."

6. Amend Section 8.11.12 by inserting the following at the end of the section:

"Department managers (those classified and compensated on the M-Schedule) hired after July 1, 1994 will not be eligible to participate in the longevity program. Individuals newly promoted to department manager positions after July 1, 1994 will not be eligible to participate in the longevity program, unless approved by the Personnel Board in extenuating circumstances."

Mr. Richard S. Creem, Chairman, Personnel Board, reviewed the purpose and jurisdiction of the Personnel Board. He stated that the Personnel Board maintains the personnel system of the Town through the formulation and recommendation of the annual classification and compensation plan, recommending salaries for municipal elected officials, and recommending changes to the Consolidated Personnel By-Law.

Mrs. Vivian Hsu, Vice Chairman, Personnel Board, reviewed the proposed change in the town's system of management compensation. She explained that the goal is to move toward a system in which management pay is based on individual and/or team performance, and not on longevity alone. The Personnel Board is recommending a phase out of the longevity program for management employees, grandparenting employees on the payroll as of 7/1/94. Employees hired 7/2/94 or later would not be eligible for participation in the longevity program. The Board also recommended that the oversight and administration of the management compensation system rest with the Town Administrator.

Mrs. Michele M. McQuillen, member, recommended adoption of this proposal on behalf of the Finance Committee.

Mr. Paul Theodore Owens, Selectman, advised that the Board of Selectmen also recommend adoption of this proposal and that the safeguards are in place to guarantee that only those

managers who warrant this merit raise will receive it.

Mr. William J. Miles, former member of the Personnel Board, expressed concern that the former Town Government Review Committee in 1991 stripped the Personnel Board of much of its authority and that this new proposal gives additional power to the Town Administrator. Mrs. Hsu stated that the Town Administrator was put in charge of this performance compensation system because he is in charge of management for the town.

In response to an inquiry from Mrs. Sheila Pransky, the Personnel Board concurred that if a person reaches 20 years and receives both the 2% longevity stipend and the maximum merit rate stipend, this would equal a 6% raise. She noted that this is not in the spirit of past Town Meeting recommendations.

ACTION: The main motion was presented and carried by voice vote.

ARTICLE 7: AMEND CLASSIFICATION AND STANDARD RATES OF COMPENSATION

To see if the Town will vote to amend that Classification and Standard Rates of Compensation Schedule in its entirety by substituting therefore a new Classification and Standard Rates of Compensation Schedule; or take any other action relative thereto.

NOTE: All revisions to the Classification and Standard Rates of Compensation Schedule will be provided to Town Meeting Members before May 3, 1999. Except as otherwise required by State law, the classes of positions in paid appointive service in the Town, other than those in the service of the School Department, and the standard rates of compensation thereof, effective July 1, 1999, may be found in the Classification and Standard Rates of Compensation Schedule, as amended.

Article 7 Explanation: In accordance with M.G.L. c.41 Section 108A, the Town annually adopts a classification and compensation schedule for general government employees other than employees covered by labor contracts. The Personnel Board recommends classification and compensation levels for non-represented employees, as well as classification levels for employees whose titles are contained in a bargaining unit. The rates of pay for the latter are set during the collective bargaining process and are incorporated into the classification and compensation schedule. All revisions to the Classification and Standard Rates of Compensation Schedule will be provided to Town Meeting Members before May 3, 1999.

MOVED: That the Town vote to amend that Classification and Standard Rates of Compensation Schedule in its entirety by substituting therefore a new Classification and Standard Rates of Compensation Schedule.

FISCAL YEAR 2000 SCHEDULE A

Effective July 1, 1999

Full-time, part-time and seasonal position classifications with corresponding compensation schedules

<u>CLASS TITLE</u>	<u>GRADE/SCHEDULE</u>
Activity Instructor	Schedule C
Administrative Assessor	M-2
Administrative Assistant	TS-3
Administrative Coordinator	TS-4
Administrative Specialist	TS-4

Animal Control Officer	PB-1
Animal Inspector	Schedule C
Assistant Administrative Assessor	PT-4
Assistant Cataloger	SS-3
Assistant Children's Librarian	SS-4
Assistant, Council on Aging	Schedule C
Assistant Director of Emergency Management	Schedule C
Assistant Director of Public Library	NR-6
Assistant Director, Park and Recreation	PT-4
Assistant Program Coordinator	NR-1
Assistant Program Coordinator (PT)	Schedule C
Assistant, Property Tax Program	Schedule C
Assistant Superintendent	NR-5
Assistant Superintendent, Fire Alarm	FA-2
Assistant to Planning Director	NR-3
Assistant to Town Administrator	NR-3
Assistant Town Administrator/Personnel Director	M-3
Assistant Town Clerk	NR-3
Assistant Town Engineer	NR-6
Assistant Treasurer/Collector	NR-5
Associate Director, Council on Aging	PT-4
Building Construction and Renovation Manager	M-3
Building Custodian	T-7
Building Inspector, Substitute	Schedule C
Building Monitor	Schedule C
Canvasser	Schedule C
Carpenter	AC-6
Chief Pumping Station Operator	W-7
Civil Engineer	NR-4
Clerk	Schedule C
Committee Secretary	SS-3
Computer Operator	PT-1
Conservation Officer	Schedule C
Council on Aging, Executive Director	M-2
Craftsman	AC-5
Department Assistant 2	TS-2
Department Assistant 1	TS-1
Department Specialist	TS-3
Deputy Fire Chief	F-4
Deputy Fire Chief, Operations	F-4
Director, Management Information Systems	M-3
Director of Emergency Management	Schedule C
Director of Finance	M-4
Director of Municipal Building Maintenance	M-4
Director of Parks & Recreation	M-2
Director of Public Health	M-3
Director of Public Library	M-3
Director of Public Works	M-5
Director of Veteran's Services	M-1
Director of Youth Services	M-2
Division Superintendent, Highway	M-2
Division Superintendent, Parks	M-2
Division Superintendent, Water & Sewer	M-3
DPW Director of Administrative Services	NR-5
Election Clerk	Schedule C
Election Inspector	Schedule C
Election Warden	Schedule C
Electrician	AC-6
Environmental Health Agent	PT-5
Equipment Mechanic 1	W-6
Equipment Mechanic 2	W-7
Finance Committee, Executive Secretary	Schedule C
Fire Captain	F-3
Fire Chief	M-5
Firefighter	F-1
Fire Lieutenant	F-2

Garage and Equipment Supervisor	M-1	Student Intern 1 - 4	Schedule C
General Maintenance	AC-3	Supervisor of Custodial Services	NR-5
Heavy Motor Equipment Operator 1	W-5	Survey Party Chief	NR-3
Heavy Motor Equipment Operator 2	W-6	Systems Analyst	PT-3
HVAC Technician	AC-6	Technical Support Specialist	PT3
Inspector of Buildings	M-2	Temporary Laborer	Schedule C
Inspector of Plumbing and Gas	NR-4	Town Comptroller	M-2
Inspector of Wires	NR-4	Town Counsel	Schedule C
Junior Custodian	AC-1	Town Engineer	M-3
Laborer 1	W-1	Town Treasurer and Tax Collector	M-2
Laborer 2	W-3	Trades Assistant	Schedule C
Laborer 3	W-4	Traffic Supervisor	Schedule C
Library Assistant	SS-2	Tree Climber	W-6
Library Assistant (PT)	Schedule C	Warehouse Person	AC-5
Library Children's Supervisor	NR-4	Water Treatment Facility Manager	NR-5
Library Circulation Supervisor	SS-5	Weighmaster	W-4
Library Page	Schedule C	Wiring Inspector Substitute	Schedule C
Library Reference Supervisor	NR-4	Working Foreman	W-8
Library Technical Services Supervisor	NR-4	Youth Center Worker 1 - 5	Schedule C
Lineman	FA-1		
Local Building Inspector	NR-5		
Maintenance Worker/Custodian	NR-1		
Management Analyst	PT-5		
Marketing Program Assistant	Schedule C		
Master Mechanic	W-9		
Nutritionist	PT-3		
Outreach Worker, Council on Aging	PT-2		
Parking Clerk	Schedule C		
Parking Enforcement Attendant	SS-2		
Personal Computer Specialist	Schedule C		
Planning Director	M-2		
Plumber	AC-6		
Plumbing and Gas Inspector Substitute	Schedule C		
Police Chief	*		
Police Lieutenant	P-3		
Police Matron	Schedule C		
Police Officer	P-1		
Police Sergeant	P-2		
Program Coordinator (PT)	Schedule C		
Program Coordinator	NR-2		
Program Manager	M-1		
Programmer/Computer Operator	PT-3		
Public Health Nurse	PT-5		
Public Safety Dispatcher	NR-1		
Public Works Craftworker 1	W-5		
Public Works Craftworker 2	W-6		
Public Works Inspector	W-7		
Public Works Specialist	W-6		
Pumping Station Operator	W-6		
Recording Secretary	Schedule C		
Recreation Specialist 1 - 5	Schedule C		
Reference Librarian/Audio Visual Specialist	NR-3		
Reference Librarian PT	NR-2		
Registrar of Voters	Schedule C		
Sealer of Weights and Measurers	NR-4		
Seasonal Packers/Drivers	Schedule C		
Senior Administrative Coordinator	TS-5		
Senior Building Custodian	T-10		
Senior Custodian	AC-2		
Senior Drafter	NR-2		
Senior Program Manager	M-3		
Senior Systems Analyst	PT-6		
Social Worker	PT-3		
Special Maintenance	AC-4		
Special Detail Worker	Schedule C		
Student Draftsman and Rodman	Schedule C		

SCHEDULE A STIPENDS

(Additional compensation for specific assignments)

- (1) Additional \$100.00 per month when assigned to and performing the duties of Assistant Director of Public Works.
- (2) Additional \$100.00 per month when assigned to and performing the duties of Office Manager as designated by the Director of Public Works.
- (3) Said Director shall be the Superintendent of Public Works within the meaning of Section 20 to 30, inclusive of the Needham Special Home Rule Charter Act (Acts of 1971, c. 403), and shall be appointed in the manner and shall exercise the powers and duties of such Superintendent, specified in said act.
- (4) Additional \$75.00 per month when assigned to and performing the duties of Deputy Tree Warden.
- (5) Additional \$600.00 per year when assigned to and performing the duties of Worker's Compensation Agent.
- (6) Additional \$1,500.00 per year when assigned to and performing the duties of Assistant Parking Clerk.
- (7) May be designated confidential in accordance with M.G.L. Chapter 150E.
- (8) Additional \$1,200.00 when assigned to and performing the duties of Registered Land Surveyor as designated by the Director of Public Works.
- (9) Additional \$1,200.00 when an employee other than the Finance Director is designated by the Board of Selectmen to be Chief Procurement Officer.
- (10) Designated Wiring Inspector in accordance with M.G.L. c. 166 §32.
- (*) Compensation set by employment agreement in accordance with M.G.L. c. 41 §108O.

SCHEDULE C

Effective July 1, 1999

Rates for Part-time and Seasonal Positions

(rates are hourly unless specifically noted)

<u>TITLE</u>	<u>RATE</u>	<u>TITLE</u>	<u>RATE</u>
#Activity Instructor (per session)(C01)			
Group A	\$5.00	Recreation Specialist 1(C19)	\$6.76
Group B	\$7.00	Recreation Specialist 2 (C19)	\$7.69
Group C	\$8.00	Recreation Specialist 3 (C19)	\$8.31
Group D	\$10.00	Recreation Specialist 4 (C19)	\$9.23
Group E	\$12.00	Recreation Specialist 5 (C19)	\$11.42
Group F	\$15.00	#Registrar of Voters (per annum) (999)	\$545.00
Group G	\$18.00	Seasonal Packer/Driver (C21)	\$9.70
Group H	\$21.00	#Special Detail Worker	21.00
Group I	\$25.00	Student Draftsman and Rodman (C22)	
Group J	\$28.00	First Year	10.31
#Animal Inspector (per annum) (999)	\$2,000.00	Second Year	\$10.75
Assistant, Council on Aging (C02)	\$11.07	Third Year	\$11.14
#Asst. Dir. Of Emergency Management (999)	1,500.00	Fourth Year	\$11.57
Assistant Program Coordinator (PT) (C25)	12.50	Fifth Year	\$11.95
#Assistant, Property Tax Program	6.25	Student Intern 1 (C23)	\$7.16
Building Inspector Substitute (C03)	\$15.81	Student Intern 2 (C23)	9.56
Building Monitor (C04)	\$8.41	Student Intern 3 (C23)	\$11.94
Canvasser (C05)	\$6.77	Student Intern 4 (C23)	\$14.33
Clerk (PT) (C06)	\$11.07	Temporary Laborer (C45)	
Conservation Officer (C09)	\$15.81	First Year	\$6.86
#Director of Emergency Management(999)	2,000.00	Second Year	\$7.34
Election Clerk (EW1)	*	Third Year	\$7.85
Election Inspector (EW1)	*	Fourth Year	\$8.35
Election Warden (EW1)	*	Fifth Year	\$8.93
Finance Committee Exec. Sec. (per annum) (999)	\$24,861.38	Town Counsel (per annum) (999)	\$53,176.39
Junior Building Custodian (PT) (C10)	\$10.16	Trades Assistant	
Library Assistant (PT) (C53)	10.66	First Year	8.71
Library Page (C13)		Second Year	9.02
First Year	\$5.98	Third Year	9.34
Second Year	\$6.34	Fourth Year	9.66
#Marketing/Program Assistant (per month)	100.00	Traffic Supervisor (C50)	\$14.62
#Parking Clerk (999)	\$4,000.00	#Wiring Inspector Substitute (D09)	
Personal Computer Specialist (C26)	\$28.43	(per diem)	\$41.00
#Plumbing & Gas Inspector Substitute (D09)		(per inspection)	\$12.00
(per diem)	\$41.00	#Youth Center Worker 1 (C51)	\$8.75
(per inspection)	\$12.00	#Youth Center Worker 2 (C51)	\$9.38
Police Matron (C16)	\$14.63	#Youth Center Worker 3 (C51)	10.00
Program Coordinator (PT) (C17)	\$14.25	#Youth Center Worker 4 (C51)	\$10.50
Recording Secretary (C18)	\$13.73	#Youth Center Worker 5 (C51)	\$11.00

Titles not included in general wage increases.

* Rates set by Board of Selectmen

Management Salary Schedule
Effective July 1, 1999

Grade	Step 1	Step 2	Step 3	Performance Range*
M-5	72,113	74,710	77,400	90,365
M-4	63,937	66,240	68,625	80,089
M-3	55,543	57,542	59,615	69,604
M-2	51,388	53,236	55,155	64,424
M-1	44,183	45,773	47,422	55,378

* Subject to a maximum increase of 10% in accordance with Merit Program.

Traditional Management Schedule (Frozen)
Effective 7/1/99

Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6*
M-5	72,113	74,710	77,400	81,186	83,070	86,062
M-4	63,937	66,240	68,625	71,094	73,654	76,275
M-3	55,543	57,542	59,615	61,761	63,985	66,289
M-2	51,388	53,236	55,155	57,137	59,195	61,357
M-1	44,183	45,773	47,422	49,127	51,223	52,741

* Subject to a maximum increase of 10% in accordance with Merit Program

Administrative/Support Salary Schedule
Effective 7/1/99

GRADE	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9
SS-5	30,474	31,549	32,664	33,818	35,016	36,256	37,343	38,090	38,852
SS-4	28,999	30,023	31,082	32,179	33,315	34,493	35,528	36,238	36,963
SS-3	25,155	26,037	26,954	27,902	28,886	29,906	30,959	32,052	33,014
SS-2	23,165	23,981	24,821	25,692	26,597	27,532	28,357	28,925	29,504
SS-1	19,736	20,425	21,138	21,877	22,644	23,437	24,260	25,113	25,994

Professional and Technical Salary Schedule/Non-Represented
Effective July 1, 1999

GRADE	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9
NR-8	46,903	48,589	50,341	52,151	54,030	55,972	57,987	60,078	61,280
NR-7	43,807	45,385	47,020	48,712	50,464	52,281	54,163	56,113	57,235
NR-6	40,923	42,397	43,923	45,504	47,144	48,840	50,600	52,419	53,467
NR-5	39,266	40,677	42,142	43,661	45,229	46,858	48,546	49,517	50,508
NR-4	35,088	36,352	37,660	39,015	40,419	41,874	43,382	44,944	45,844
NR-3	31,359	32,486	33,656	34,865	36,123	37,425	38,771	40,166	41,815
NR-2	30,096	31,178	32,302	33,463	34,670	35,916	37,209	38,548	39,320
NR-1	26,141	27,057	28,011	28,999	30,022	31,082	32,179	33,316	34,566

A motion to discuss Articles 7 and 8 together and vote on separately was offered by Mr. Richard S. Creem. The motion was presented and carried unanimously by voice vote.

Mr. Richard S. Creem, Chairman, addressed this proposal on behalf of the Personnel Board. He explained that the Board recommends a 2 1/2% cost of living increase to non-represented employees as well as the position of Town Clerk under Article 8. The Town Clerk position is unique in that it is the only full-time elected position in the town which does not fall under the Classification and Standard Rates of Compensation. However, the Personnel Board has had the position reviewed and considers the position as an M2. Personnel Board uses an average of the annualized CPI for

1998/1999.

Mrs. Michele M. McQuillen, member, recommended adoption of Articles 7 and 8 on behalf of the Finance Committee.

Mr. Daniel P. Matthews, Selectman, advised that the Board of Selectmen concur with the recommendation of both the Personnel Board and the Finance Committee.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 8: ESTABLISH ELECTED OFFICIALS' SALARIES

To see if the Town will vote to fix the compensation of the following elected officers of the Town as of July 1, 1999 as required by the Massachusetts General Laws, Chapter 41, Section 108 and as recommended by the Personnel Board and subject to, in the case of the Town Clerk, the longevity provisions of Section 8.11.12 of the Consolidated Personnel By-Law.

Town Clerk:	\$51,388
Town Clerk with Six Years of Service:	\$61,356
Selectmen, Chairman:	\$1,800
Selectmen, Others:	\$1,500
Assessor, in Office as of 1/17/96:	\$10
Assessor, not in Office as of 1/17/96:	\$0;

or take any other action relative thereto.

Article 8 Explanation: In accordance with M.G.L. c. 41 Section 108, the Town must annually vote to set the salary rates for any Elected Town officials who receive compensation. The Town Clerk's salary has been separated into two categories, a newly elected Town Clerk, and a Town Clerk with at least six years of service. This is done because Town elections are held in April and Town Meeting would not have a chance to vote on the salary of a newly elected Clerk until after the incumbent had been receiving a higher rate of pay for several months. The annual stipends for the members of the Board of Selectmen have remained unchanged since 1977; the stipends for the members of the Board of Assessors were eliminated at the 1996 Annual Town Meeting. Members of the Board of Assessors in office at the time were grandfathered at a \$10 annual rate so that they could retain their health insurance benefits.

MOVED: That the Town vote to fix the compensation of the following elected officers of the Town as of July 1, 1999 as required by the Massachusetts General Laws, Chapter 41, Section 108 and as recommended by the Personnel Board and subject to, in the case of the Town Clerk, the longevity provisions of Section 8.11.12 of the Consolidated Personnel By-Law.

Town Clerk:	\$51,388
Town Clerk with Six Years of Service:	\$61,356
Selectmen, Chairman:	\$1,800
Selectmen, Others:	\$1,500
Assessor, in Office as of 1/17/96:	\$10
Assessor, not in Office as of 1/17/96:	\$0

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 9: FUND COLLECTIVE BARGAINING AGREEMENT - AFSCME, COUNCIL 93, LOCAL 335 (CUSTODIANS AND MAINTENANCE WORKERS)

To see if the Town will vote to approve the funding of a collective bargaining agreement between the Town and AFSCME, Council 93, Local 335 and to recommend amending the necessary line items in the FY2000 Operating Budget under Article 19 to fund same; or take any other action relative thereto.

Article 9 Explanation: At the time of the printing of the Warrant, the collective bargaining agreement with AFSCME had not been concluded. Information will be provided to Town Meeting Member in advance of the discussion of this Article, pending agreement with the Union.

MOVED: That the Town vote to approve the funding of a collective bargaining agreement between the Town and AFSCME, Council 93, Local 335 and to recommend amending the necessary line items in the FY2000 Operating Budget under Article 19 to fund same.

Mr. Daniel P. Matthews, Selectman, addressed this proposal on behalf of the Board of Selectmen and recommended adoption of this proposal. Mr. Richard S. Creem, Chairman, Personnel Board, and Mrs. Michele M. McQuillen, member, Finance Committee, also recommended adoption of this proposal on behalf of their respective boards.

ACTION: The main motion was presented and carried unanimously by voice vote.

Article 11 was unanimously adopted on May 3, 1999.

Article 12 was unanimously adopted on May 3, 1999.

ARTICLE 13: APPROPRIATE FOR MEMORIAL PARK GARDEN

To see if the Town will vote to raise and appropriate \$2,000 for the purpose of maintaining the Memorial Park Garden, said sum to be spent under the direction of the Memorial Park Trustees and raised from the tax levy; or take any other action relative thereto.

Article 13 Explanation: The Memorial Park Garden was originally developed with donations and volunteers. The Memorial Park Trustees are requesting \$2,000 in order to fund a portion of the annual upkeep and maintenance of this garden.

MOVED: That the Town vote to raise and appropriate \$2,000 for the purpose of maintaining the Memorial Park Garden, said sum to be spent under the direction of the Memorial Park Trustees and raised from the tax levy.

A motion to amend was offered by Mr. John J. Logan, Jr. as follows: In the first line, after the words "for the" and before the word "purpose", insert the word "sole". After the words "said sum" and before the words "to be spent", insert the phrase "to be placed in the Memorial Park Gift Account."

A motion was offered by Mrs. Meg Hale that the subject matter of Article 13 and Article 24 be discussed together and voted on separately. The motion was presented and carried by voice vote.

Mr. Ron Sockol addressed this proposal. He explained that the Memorial Park Garden became a reality on August 13, 1995 and has been cared for by donations and volunteers. Mr. Sockol suggested that it is time for the town to take on some financial aid.

A motion to refer the subject matter of Article 13 and the amendment back to the Board of Selectmen for further study was offered by Mr. Gerald A. Wasserman. Mr. Wasserman explained that the Board of Selectmen need to address all groups with similar needs. He noted that the Board of Selectmen support the \$2,000 in the budget and recommends adoption of Article 24.

Mr. Paul G. Smith, Chairman, Finance Committee, explained that there is a budget for Memorial Park and that the Finance Committee does not recommend referring this article back

to the Board of Selectmen. He does encourage the Board of Selectmen to study this proposal, but the Finance Committee suggests putting this money in the budget under Line 810 and not in a gift account. Thus, the Finance Committee recommends adoption of this article for this year.

In response to an inquiry from Mrs. Doris O. Waldstein, Mr. John J. Logan, Jr. explained that the money under Article 24 is already accounted for and comes from the food concession.

A motion to stand in recess was offered by Mr. William M. Powers. The motion was presented and carried unanimously by voice vote.

Discussion commenced under Article 13 after the evening recess.

Mr. John J. Logan, Jr., Chairman, advised that the Trustees of Memorial Park agree with the motion to refer this proposal to the Board of Selectmen for further study. Mr. Paul G. Smith, Chairman, advised that the Finance Committee now concurs with the motion to refer back to the Board of Selectmen. He did note that the money is in the Operating Budget under Article 19.

The motion to refer the subject matter of Article 13 back to the Board of Selectmen for further study was presented and carried unanimously by voice vote.

ARTICLE 24: CONTINUE REVOLVING FUND - MEMORIAL PARK

To see if the Town will vote to continue a revolving fund account pursuant to the provisions of M.G.L. Chapter 44, Section 53E ½ for the revenues from Memorial Park food concessions, said funds to be used for improvements to the Memorial Park and to authorize the Memorial Park Trustees to expend money from said fund in fiscal year 2000 in the amount of \$4,100; or take any other action relative thereto.

Article 24 Explanation: This revolving fund has existed since fiscal year 1995. Revenues are from the Memorial Park food concessions. These funds are then used for the maintenance of the building and grounds including items such as paint, signs, locks and windows. A summary of M.G.L. Chapter 44, Section 53E ½ regarding revolving funds can be found following Article 23.

MOVED: That the Town vote to continue a revolving fund account pursuant to the provisions of M.G.L. Chapter 44, Section 53E ½ for the revenues from Memorial Park food concessions, said funds to be used for improvements to the Memorial Park and to authorize the Memorial Park Trustees to expend money from said fund in fiscal year 2000 in the amount of \$4,100.

ACTION: The main motion was presented and carried by majority vote.

ARTICLE 14: APPROPRIATE FOR MILLENNIUM CELEBRATION

To see if the Town will vote to raise and appropriate \$10,000 for a millennium celebration in accordance with Chapter 59 of the Acts of 1998, said sum to be spent under the direction of the Board of Selectmen and raised from the tax levy; or take any other action relative thereto.

Article 14 Explanation: The Board of Selectmen is interested in forming a committee to oversee a Millennium celebration in the Town. As provided by Chapter 59 of the Acts of 1998, this celebration would be funded by a \$10,000 appropriation and any grants, gifts or the sale of commemorative items and events.

MOVED: That the Town vote to raise and appropriate \$10,000 for a millennium celebration in accordance with Chapter 59 of the Acts of 1998, said sum to be spent under the direction of the Board of Selectmen and raised from the tax levy.

A motion to amend by deleting amount of "\$10,000" and replacing it with the amount of "\$2,500" was offered by Mr. John H. Cogswell, Selectman. Mr. Cogswell explained that this proposal is to fund a small amount of money for administrative support. This is not a party, but a year long effort to acknowledge the millennium.

Mrs. Jane A. Howard spoke in favor of this proposal. She indicated that this is an opportunity not to be missed. It is a time to give back to our community and our neighbors. This effort can be a new project or an existing project(s). She urged support of this article.

Mr. Paul G. Smith, Chairman, advised that the Finance Committee has not had an opportunity to address the revised proposal, but did not recommend adoption of the original motion seeking \$10,000.

Mr. John H. Cogswell, Selectman, advised that the Board of Selectmen recommends adoption of this article and agreed that the Finance Committee has not had an opportunity to review this amendment.

Mr. Alan S. Fanger spoke in opposition of this proposal. He stated that he can not go back to his constituents and say that he voted to fund a party when there are so many things to be done such as street repairs and school supplies, etc.

Speaking in favor of this proposal was Maryruth Perras and Peter W. Adams. Speaking in opposition to this proposal was Robert Y. Larsen and Richard B. Weitzen.

In response to an inquiry from Sandra E. Jaszek, Mrs. Carol Johnson Boulris advised that Town meeting had appropriated \$1,000 for the World War II Commemorative Committee.

After a brief discussion, a motion to move the previous question on the main motion and the motion to amend was offered by Mr. Robert T. Smart, Jr. The motion was presented and carried unanimously by voice vote.

Mr. Cogswell's motion to amend was presented and carried by voice vote.

ACTION: The main motion, as amended, was presented, but it failed to pass by voice vote. Mr. Daniel P. Matthews rose to request a count of hands and was joined by at least 7 Town Meeting Members. The motion was again presented and carried by a count of hands. The hand count was Yes 107 - No 87.

VOTED: That the Town vote to raise and appropriate \$2,500 for a millennium celebration in accordance with Chapter 59 of the Acts of 1998, said sum to be spent under the direction of the Board of Selectmen and raised from the tax levy.

ARTICLE 15: APPROPRIATE FOR Y2K PREPARATIONS

To see if the Town will vote to raise and appropriate \$30,000 to be used for staffing and other costs related to the Town's preparations for Y2K, said sum to be spent under the direction of the Board of Selectmen and raised from the tax levy; or take any other action relative thereto.

Article 15 Explanation: Y2K refers to the flaw in some computers and computer chips in recognizing the year 2000. The Town has been systematically reviewing all of its computers and computer supported equipment to ensure Y2K compatibility. There is a concern, however, that Y2K computer failures may cause a demand on the Town's public safety services. These funds, therefore, will be used to offset the cost for additional staff to be on duty on December 31 / January 1 and any other Y2K related preparations.

MOVED: That the Town vote to raise and appropriate \$30,000 to be used for staffing and other costs related to the Town's preparations for Y2K, said sum to be spent under the direction of the Board of Selectmen and raised from the tax levy.

The proposal was presented by Mr. John H. Cogswell, Selectman, on behalf of the Board of Selectmen. He explained that this proposal is in anticipation of end of year public safety concerns if computers are unable to recognize the year 2000. There is a trial planned for June in which 14 staged happenings will occur to test the town's ability to address possible Y2K safety issues.

Mr. James G. Healy, member, advised that the Finance Committee does anticipate Y2K problems and expenses and recommends adoption of this proposal.

A motion to refer the subject matter of Article 15 to the Board of Selectmen for further study was offered by Mr. Alan S. Fanger.

In response to an inquiry from Mrs. Mary S. Kenslea, Mr. James G. Healy, member, Finance Committee, stated that historically there is usually around \$500,000 in the Reserve Fund, but there is a need to keep additional fund for negotiations and unanticipated expenses. He also noted that the funds for the Y2K issues are needed before November due to the need for an emergency generator.

Unanimous consent was given to allow Mr. Carl Valente, Town Administrator and non-resident, to address Town Meeting. Mr. Valente explained that the town has been working on the Y2K problem for about 5 months now and that the town is in good shape on the internal system. The second aspect is the town's ability to respond to public safety issues.

Mr. Maurice P. Handel urged support of this proposal as well as Mr. James Hugh Powers who noted that time is of the essence.

A motion to lay on the table the subject matter of Article 15 was offered by Mr. George A. Tarello. Mr. Tarello's motion to lay on the table, which required a two-thirds vote, was presented, but it failed to pass by voice vote.

Mrs. Meredith P. Page urged support of this proposal stating that any unused funds would be returned to the Town.

A motion to move the previous question was offered by Mr. Steven Rosenstock. The motion, which requires a two-thirds vote, was presented and carried unanimously by voice vote.

Mr. Fanger's motion to refer was presented, but it failed to pass by voice vote.

ACTION: The main motion was presented and carried by majority vote.

ARTICLE 16: ACCEPT CHAPTER 456 OF THE ACTS OF 1998 (COLA FOR NON CONTRIBUTORY RETIREES)

To see if the Town will vote to accept Chapter 456 of the Acts of 1998; or take any other action relative thereto.

Article 16 Explanation: This law allows a community, by local option, to grant a cost-of-living increase to those retirees who were in Town service prior to 1937. There are currently nine retirees in this category. Their average annual pension is currently \$15,555. The anticipated cost would be \$4,200, which would cover cost-of-living payments for FY99 and FY2000. By act of Town Meeting of 1998, all other retirees are already eligible to receive cost-of-living increases.

MOVED: That the Town vote to accept Chapter 456 of the Acts of 1998.

Mr. Daniel P. Matthews, Selectman, recommended adoption of this proposal on behalf of the Board of Selectmen.

Mr. Michael Crawford, member, recommended adoption of this proposal on behalf of the Finance Committee.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 17: ACCEPT MGL CHAPTER 32, SECTION 4 (1) (ALLOW PENSION CREDIT FOR LIBRARY TRUSTEES)

To see if the Town will vote to accept MGL Chapter 32, Section 4, subdivision (1) paragraph O ½, as amended by Chapter 456 of the Acts of 1998; or take any other action relative thereto.

Article 17 Explanation: This law allows individuals who serve as library trustees, who are also eligible to receive retirement benefits for service in the State or municipal government, to receive creditable service for their years as a library trustee. To obtain the creditable service the individual must deposit into the annuity savings fund of the system an amount equal to the sum that would have been paid annually if the position had been compensated at a rate of \$2,500 per year, plus interest.

MOVED: That the Town vote to accept MGL Chapter 32, Section 4, subdivision (1) paragraph O 1/2, as amended by Chapter 456 of the Acts of 1998.

Mr. Daniel P. Matthews, Selectman, advised that the Board of Selectmen does not endorse this proposal. He explained that this is a situation in which there could be considerable future costs.

Mr. Robert D. Hall, Jr. addressed this proposal on behalf of the Board of Library Commissioners. He stated that this statute requires an annual approval and that this is not for the present, but for the future.

Mr. Ford H. Peckham, member, advised that the Finance Committee does not support Article 17 mainly because it does set a precedent. However, he indicated that the Finance Committee does

not wish to diminish the work of the Library Trustees.

Mr. Thomas M. Harkins, Library Trustee, stated that the Trustees of Needham Public Library discussed this proposal and took no position.

After a brief discussion, a motion to move the previous question was offered by Mr. Paul H. Durda. The motion was presented and carried unanimously by voice vote.

ACTION: The main motion was presented, but it failed to pass by unanimous vote.

At 11:15 A.M. Mr. Gilbert W. Cox, Jr. moved that the Annual Town Meeting stand adjourned to Monday, May 10, 1999 at 7:30 P.M. at the Newman School, and it was so voted unanimously.

Theodora K. Eaton, CMC/AAE,
Town Clerk

a true copy
ATTEST:

ADJOURNED ANNUAL TOWN MEETING

Monday, May 10, 1999

Pursuant to adjournment of the Annual Town Meeting held May 5, 1999, the Inhabitants of the Town of Needham qualified to vote in Town Affairs met in the Newman School on Monday, May 10, 1999, at 7:30 P.M.

Check lists were used and 233 voters were checked on the list as being present, including 218 Town Meeting Members.

Unanimous consent was given to suspend the proceedings for the Third Annual Richard Patten Melick Foundation Awards. Mr. John F. Milligan introduced Philip V. Robey and David F. Devine to present the Annual Awards to Jeanne Ferellec and Richard J. Brownell. Citations were also presented to 5 past long-term Town meeting Members: David F. Devine, 23 years; Foster S. Crook, 29 years; John F. Connell, 28 years; Fred Waldman, 22 years; and William Sweet, 39 years.

At the designation of Carl M. Perkins, President of the Needham Clergy Association, Mr. Paul Gardner, member, First Church of Christ, Scientist, gave the invocation.

The Moderator declared a quorum to be present and requested the Town Clerk to so record.

Mr. John H. Cogswell, Selectman, moved that the Annual Town Meeting stand adjourned until such time that the Special Town Meeting called for this evening at 7:30 P.M. is either adjourned or dissolved. It was so voted unanimously.

SPECIAL TOWN MEETING

Monday, May 10, 1999

Pursuant to a warrant issued by the Selectmen on April 20, 1999, this meeting was called for May 10, 1999 at 7:30 P.M. The call to the meeting and the Officer's Return were read by the Town Clerk.

The Moderator declared a quorum to be present and requested the Town Clerk to so record.

Unanimous consent was given to omit the reading of the articles and to refer to them by number only. The same parliamentary rules as outlined for the Annual Town Meeting were adopted.

ARTICLE 1: AMEND THE FISCAL YEAR 1999 WATER ENTERPRISE FUND BUDGET

To see if the Town will vote to amend and supersede certain parts of the 1999 Water Enterprise Fund Budget adopted under Article 25 of the 1998 Annual Town Meeting and amended at the November 1998 Special Town Meeting under Article 8, by deleting the amounts of money appropriated under some line items and appropriating or transferring from available funds new amounts as follows:

Line Item	Appropriation	Changing From	Changing To
901	Salaries	\$ 614,955	\$670,455

with an additional \$55,500 to be raised from Water Enterprise Fund Retained Earnings.

Or take any other action relative thereto.

Article 1 Explanation: The increase in this budget is for two purposes related to the new water treatment facility: 1) The Town is anticipating that the Massachusetts DEP will require the water treatment facility to be staffed 24 hours a day, 7 days a week for the first 6 months of operations. \$37,000 of the increase in the salary budget is for this purpose. 2) With the water treatment facility coming on line, the DPW has determined the need to flush all water transmission lines throughout the Town to reduce the amount of sediment in the system. \$18,500 of the increase in the salary budget is for this purpose.

MOVED: That the Town vote to amend and supersede certain parts of the 1999 Water Enterprise Fund Budget adopted under Article 25 of the 1998 Annual Town Meeting and amended at the November 1998 Special Town Meeting under Article 8, by deleting the amounts of money appropriated under some line items and appropriating or transferring from available funds new amounts as follows:

Line Item	Appropriation	Changing From	Changing To
901	Salaries	\$ 614,955	\$670,455

with an additional \$55,500 to be raised from Water Enterprise Fund Retained Earnings.

Mr. John H. Cogswell, Selectman, addressed this proposal

on behalf of the Board of Selectmen and recommended adoption of this article. He explained that this proposal is for salary expenses to bring the water treatment plant on line.

Mr. Paul G. Smith, Chairman, recommended adoption of this proposal on behalf of the Finance Committee.

In response to an inquiry from Mr. John P. Connolly, Mr. Cogswell explained that this funding amends the FY 1999 budget in order to start testing in Fiscal Year 1999 before the treatment plant goes on line.

ACTION: The main motion was presented and carried by majority vote as declared by the Moderator.

ARTICLE 2: AMEND THE FISCAL YEAR 1999 WASTEWATER ENTERPRISE FUND BUDGET

To see if the Town will vote to amend and supersede certain parts of the 1999 Wastewater Enterprise Fund Budget adopted under Article 26 of the 1998 Annual Town Meeting and amended at the November 1998 Special Town Meeting under Article 9, by deleting the amounts of money appropriated under some line items and appropriating or transferring new amounts as follows:

Line Item	Appropriation	Changing From	Changing To
909	Purchase of Service	\$108,888	\$101,388
913	Emergency Repairs	20,000	27,500

Or take any other action relative thereto.

Article 2 Explanation: The increase in Emergency Repairs is for unanticipated repairs at the West Street, Richardson Drive, Milo Circle and Great Plain Avenue sewer pumping stations. The reduction in the Purchase of Service line is due to savings in electricity costs.

MOVED: That the Town vote to amend and supersede certain parts of the 1999 Wastewater Enterprise Fund Budget adopted under Article 26 of the 1998 Annual Town Meeting and amended at the November 1998 Special Town Meeting under Article 9, by deleting the amounts of money appropriated under some line items and appropriating or transferring new amounts as follows:

Line Item	Appropriation	Changing From	Changing To
909	Purchase of Service	\$108,888	\$101,388
913	Emergency Repairs	20,000	27,500.

Mr. John H. Cogswell, Selectman, addressed this proposal and recommended adoption on behalf of the Board of Selectmen.

Mr. Thomas H. Hannigan, Jr., member, supported this article on behalf of the Finance Committee.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 3: APPROPRIATE FOR GEOGRAPHIC INFORMATION SYSTEM

To see if the Town will vote to raise and appropriate the

sum of \$137,000 for a Geographic Information System (GIS), to be spent under the direction of the Board of Selectmen, with \$68,500 raised from the tax levy, \$34,250 from the Water Enterprise Fund Retained Earnings and \$34,250 from the Wastewater Enterprise Fund Retained Earnings; or take any other action relative thereto.

Article 3 Explanation: This Article also appears in the Annual Town Meeting Warrant but was not recommended by the Finance Committee due to insufficient funds in FY2000. There does appear, however, to be a sufficient balance in the FY99 Reserve Fund to fund this equipment.

MOVED: That the Town vote to raise and appropriate the sum of \$137,000 for a Geographic Information System (GIS), to be spent under the direction of the Board of Selectmen, with \$68,500 raised from the tax levy, \$34,250 from the Water Enterprise Fund Retained Earnings and \$34,250 from the Wastewater Enterprise Fund Retained Earnings.

Mr. John H. Cogswell, Selectman, addressed this proposal and recommended adoption of this article on behalf of the Board of Selectmen.

Mr. Paul Milligan, member, recommended adoption of this proposal on behalf of the Finance Committee.

Mr. Everett E. Hicks expressed concern with the total cost of this project.

Mr. Ethan F. Fener expressed concern with public access to this GIS system. Mr. John H. Cogswell explained that only that which is now public under state law would be public under the new system.

Mr. Jeffrey Kristeller suggested that employees be properly trained so that the system is not put on the shelf and that the Board of Selectmen see what greater efficiencies are created to reduce operating costs.

Mr. Michael J. Greis supported this project indicating that the employees should be provided with the tools to do their jobs.

A motion to refer the subject matter of this article to the Data Processing Advisory Committee and that said Committee report to the next Annual Town Meeting or sooner was offered by Mr. Ethan F. Fener.

Mr. John H. Cogswell reiterated that most of the data cannot be restricted under state statute.

Mr. Paul H. Attridge, member, stated that the Needham Taxpayers Association reviewed this proposal and urge its passage as presented.

After a brief discussion a motion to move the previous question was offered by Mrs. Sheila G. Pulver. The motion was presented and carried unanimously by voice vote.

Mr. Fener's motion to refer the subject matter of Article 3 to the Data Processing Advisory Committee was presented, but it failed to pass by voice vote.

ACTION: The main motion was presented and carried by majority vote as declared by the Moderator.

ARTICLE 4: APPROPRIATE FOR COMPREHENSIVE

FACILITY STUDY

To see if the Town will vote to raise and appropriate the sum of \$50,000 to continue the comprehensive facility study of Town real estate and buildings, to be spent under the direction of the Board of Selectmen and raised from the tax levy; or take any other action relative thereto.

Article 4 Explanation: The Board of Selectmen have placed this Article in the Special Town Meeting Warrant in order to continue the analysis required as part of the Comprehensive Facility Study.

MOVED: That the Town vote to raise and appropriate the sum of \$50,000 to continue the comprehensive facility study of Town real estate and buildings, to be spent under the direction of the Board of Selectmen and raised from the tax levy.

A motion to amend by striking the amount of "\$50,000" and inserting in place thereof the amount of "\$40,000" was offered by Mr. Paul Theodore Owens.

Mr. Paul Theodore Owens, Selectman, addressed this proposal and recommended adoption on behalf of the Board of Selectmen. A brief movie depicting the various town-owned buildings was presented.

Mr. James G. Healy, member, addressed this proposal on behalf of the Finance Committee. He stated that the Comprehensive Facilities Study Committee is playing a very important role in town facilities and the town's ability to pay. The Town's General By-Laws state that the Capital report is presented to the Board of Selectmen and then the Finance Committee. This has not been done. There is no question that our buildings are in dire need of repair. However, the report has not been presented. Once this report is presented to the Board of Selectmen and subsequently the Finance Committee, the Finance Committee will come to Town Meeting with a recommendation. The Finance Committee did, however vote tonight before the start of Town Meeting to support the \$40,000 proposal. The Finance Committee realizes that it is important to continue the study of this committee.

A motion to amend was offered by Mr. Ted Weiner to add after the words "and raised from the tax levy" the following words: "and that, not later than 30 days before the next Annual or Special Town Meeting, but no sooner than October 1, 1999, a written report is prepared and submitted by the Comprehensive Facilities Study Committee to the Selectmen; upon receipt of the Committee report, the Selectmen shall provide copies to the Finance Committee and all Town Meeting Members; not later than 20 days before the next Annual or Special Town Meeting, but no sooner than October 1, 1999, the Selectmen shall conduct a public hearing for the benefit of Town residents and Town Meeting Members for the purpose of discussing and responding to questions regarding the report; and after the public hearing, but not later than 10 days before the next Annual or Special Town Meeting, but no sooner than October 1, 1999, the Selectmen shall, in writing, provide to the Finance Committee and all Town Meeting Members, their evaluation and recommendations, as to what action, if any, should be taken by Town Meeting with regard to the report of the Comprehensive Facilities Study Committee."

Mr. Ted Weiner addressed his motion to amend indicating that there is a need for an official report.

After the evening break, Mr. Paul Theodore Owens, Selectman, stated that the Board of Selectmen concur with Mr.

Weiner, but don't feel that the report will be ready by November, 1999. He also explained that Town Meeting Members will not vote on the report, but on the recommendations of the Board of Selectmen. The Board will hold hearings prior to bringing their recommendations to Town Meeting. Therefore, the Board of Selectmen urge defeat of Mr. Weiner's amendment.

Mr. Karl H. Clauset, Jr., co-chairman, Comprehensive Facilities Study Committee, advised that there will be a report, but there simply was not enough time.

A motion to lay on the table was offered by Mr. Alan S. Fanger. The motion was presented, but it failed to pass by voice vote.

Mr. Robert Y. Larsen supported the proposal for \$40,000 due to time constraints. Mr. Bradford M. Christenson also supported the proposal as well as Mr. Weiner's motion to amend.

A motion to move the previous question on the main motion and the amendments was offered by Mr. John F. Milligan. The motion was presented and carried unanimously by voice vote.

Mr. Weiner's motion to amend was presented, but the Moderator was in doubt as to the voice vote. The motion was again presented and the Moderator was still in doubt. The motion was presented for a third time and it failed to pass by a count of hands. The hand count was Yes 83 - No 101.

Mr. Owens' motion to amend was presented and carried by voice vote.

ACTION: The main motion, as amended, was presented and carried by majority vote as declared by the Moderator.

VOTED: That the Town vote to raise and appropriate the sum of \$40,000 to continue the comprehensive facility study of Town real estate and buildings, to be spent under the direction of the Board of Selectmen and raised from the tax levy.

ARTICLE 5: AMEND THE FISCAL YEAR 1999 BUDGET

To see if the Town will vote to amend and supersede certain parts of the 1999 Operating Budget adopted under Article 24 of the 1998 Annual Town Meeting and amended at the November 1998 Special Town Meeting under Article 7, by deleting the amounts of money appropriated under some of the line items and appropriating new amounts;

Line Item	Appropriation	Changing From	Changing To
206	Finance, Purchase of Service	\$ 301,000	338,000
211	Finance Committee, Reserve Fund	707,712	602,212
401	Police, Salaries	3,240,355	3,268,883
404	Police, Capital Outlay	161,200	132,672
501	DPW, Salaries	2,047,071	2,022,571
502	DPW, Purchase of Service	471,076	491,076
503	DPW, Expenses	281,555	286,055
506	MBMB, Salaries	1,848,092	1,878,092
507	MBMB, Purchase		

	of Service	1,379,796	1,317,796
508	MBMB, Expenses	286,474	314,474
509	MBMB, Capital Outlay	67,505	71,505

Or take any other action relative thereto.

MOVED: That the Town vote to amend and supersede certain parts of the 1999 Operating Budget adopted under Article 24 of the 1998 Annual Town Meeting and amended at the November 1998 Special Town Meeting under Article 7, by deleting the amounts of money appropriated under some of the line items and appropriating new amounts;

Line Item	Appropriation	Changing From	Changing To
206	Finance, Purchase of Service	\$ 301,000	338,000
211	Finance Committee, Reserve Fund	707,712	602,212
401	Police, Salaries	3,240,355	3,268,883
404	Police, Capital Outlay	161,200	132,672
501	DPW, Salaries	2,047,071	2,022,571
502	DPW, Purchase of Service	471,076	491,076
503	DPW, Expenses	281,555	286,055
506	MBMB, Salaries	1,848,092	1,878,092
507	MBMB, Purchase of Service	1,379,796	1,317,796
508	MBMB, Expenses	286,474	314,474
509	MBMB, Capital Outlay	67,505	71,505

A motion to amend was offered by Mr. James G. Healy to strike Line Item 206 in its entirety and further to strike the amount of "\$602,212" under Line Item 211 and insert in place thereof the amount of "\$599,212".

Mr. Paul G. Smith, Chairman, stated that the amendment takes into consideration the GIS system passed under Article 3 and the \$40,000 passed under Article 4 and that the Finance Committee recommends adoption of this proposal.

Mr. Healy's motion to amend was presented and carried unanimously by voice vote.

ACTION: The main motion, as amended, was presented and carried unanimously by voice vote.

VOTED: That the Town vote to amend and supersede certain parts of the 1999 Operating Budget adopted under Article 24 of the 1998 Annual Town Meeting and amended at the November 1998 Special Town Meeting under Article 7, by deleting the amounts of money appropriated under some of the line items and appropriating new amounts;

Line Item	Appropriation	Changing From	Changing To
211	Finance Committee, Reserve Fund	707,712	599,212
401	Police, Salaries	3,240,355	3,268,883
404	Police, Capital Outlay	161,200	132,672

501	DPW, Salaries	2,047,071	2,022,571
502	DPW, Purchase of Service	471,076	491,076
503	DPW, Expenses	281,555	286,055
506	MBMB, Salaries	1,848,092	1,878,092
507	MBMB, Purchase of Service	1,379,796	1,317,796
508	MBMB, Expenses	286,474	314,474
509	MBMB, Capital Outlay	67,505	71,505

At 10:05 P.M. the following Resolution was offered by Mr. William M. Powers on behalf of the Board of Selectmen:

RESOLUTION

WHEREAS: Stanley Willox was born on July 27, 1923 in Aberdeen, Scotland. Stanley arrived in the United States and settled in Needham in 1952 with his wife Nessie and daughter Maureen, and later two children Bruce and Jamie were added to the family; and

WHEREAS: Stanley Willox was proud of his heritage, he adopted Needham and this country with the same enthusiasm that characterized his approach to life, every day an opportunity to learn and a chance to accomplish more; and

WHEREAS: Mr. Willox was dedicated to the community serving on the Needham Park and Recreation Commission and as a member of the Needham School Committee. Stanley Willox also served as a Town Meeting Member from 1971 to 1982; and

WHEREAS: Stanley Willox enjoyed making Needham a better place for families, whether it be organizing volunteers for the reconstruction of the High Rock School playground, or helping launch the junior youth soccer program in Needham; and

WHEREAS: Stanley Willox retained a realistic perspective - starting with love and pride in his family and the importance of being involved in their community.

NOW, THEREFORE BE IT RESOLVED by this body that this Special Town Meeting be dissolved in honor of the many civic contributions of Stanley Willox to the Town of Needham.

ACTION: The Resolution was presented and carried unanimously by voice vote.

The Moderator called the Annual Town Meeting to order, declared a quorum to be present and requested the Town Clerk to so record.

Discussion commenced under Article 18.

ARTICLE 18: ACCEPT MGL CHAPTER 59, SECTION 5, CLAUSE 53 (PROPERTY TAX EXEMPTIONS FOR CERTAIN

PROPERTY OWNERS)

To see if the Town will vote to accept the provisions of MGL Chapter 59, Section 5 Clause 53; or take any other action relative thereto.

Article 18 Explanation: State law permits the Board of Selectmen to shift the portion of water/sewer costs that are debt related off of the water/sewer rate and onto the tax levy. The potential benefit of this legislation is that by shifting water/sewer debt service onto the property tax, this expense now becomes a federal tax deduction when a homeowner files their income tax return. By accepting this legislation, the Town can provide up to a \$300 property tax abatement to those homeowners with septic systems or cesspools. This provision is available, because homeowners on septic / cesspool systems will see an increase in their property tax bills that is greater than the decrease in their water bills.

MOVED: That the Town vote to accept the provisions of MGL Chapter 59, Section 5, Clause 54.

A motion to refer the subject matter of Article 18 to the Board of Selectmen for further study was offered by Mr. Daniel P. Matthews.

Mr. Paul G. Smith, Chairman, concurred with Mr. Matthews' motion to refer and urged support of his motion.

Mr. Matthews' motion to refer the subject matter of Article 18 to the Board of Selectmen for further study was presented and carried unanimously by voice vote.

ARTICLE 19: APPROPRIATE THE FY2000 OPERATING BUDGET

To see what sums of money the Town will vote to raise and appropriate for the necessary Town expenses and charges; or take any other action relative thereto.

MOVED: That the Town vote to raise and appropriate for the necessary Town expenses and charges.

The Moderator reminded Town Meeting Members of the adoption of the rule of practice that a motion to increase a line item must be offset by a decrease in another line item of the same dollar amount.

Mr. Paul G. Smith, Chairman presented an overview of the Finance Committee's recommended FY2000 budget taking into consideration the Town's revenue, Town Meeting amendments, the Finance Committee's process, costs for additional employees, additional requests, and educational expenses. Mr. Smith noted that revenue was up approximately 4% this year over last year. He explained that the Finance Committee prepares the expense side of the budget and the Board of Selectmen/Board of Assessors prepare the revenue side. Finance Committee requested level-funded budgets from all departments this year with "wish list" items enumerated. The amendments are mostly salary adjustments from the time of printing to the beginning of Town Meeting and most of the additional employees are in the Education Department.

Discussion continued under Article 19 (Operating Budget) with the following amendments offered by Mr. Paul G. Smith:

Under Line Item 012, Insurance, General, to be raised in part by transfer of \$90,941 from the Overlay Surplus. *

Line Item	Appropriation	Changing From	Changing To
020	Chapter 32 Retirement	\$ 140,000	\$144,200 *
101	Bd of Selectmen, Salaries	326,185	333,510
102	Merit Pay	0	14,500
106	Town Clerk Salaries	148,943	151,268 *
110	Town Clerk Canvassers	24,340	14,546 *
111	Legal Salaries	52,078	53,380 *
114	Personnel Board Salaries	1,776	1,820 *
116	Merit Bonus	7,500	4,000 *
201	Assessors Salaries	236,568	238,081 *
205	Finance Department, Salaries	736,524	752,937
	to be raised in part by transfer of \$6,200 from the Parking Meter Fund. *		
206	Finance Department, POS	286,200	298,900 *

Under Line Item 207, Finance Department, Expenses, to be raised in part by transfer of \$3,000 from the Parking Meter Fund. *

Line Item	Appropriation	Changing From	Changing To
209	Finance Committee Salaries	24,255	24,861 *
211	Finance Committee Reserve	866,437	642,039
	to be raised in part by transfer of \$640,000 from the Overlay Surplus. *		

* Unanimous Vote

At 11:05 P.M. Mr. Gerald R. Browne moved that the Annual Town meeting stand adjourned to Wednesday, May 12, 1999 at 7:30 P.M. at the Newman School, and it was so voted unanimously.

Theodora K. Eaton, CMC/AAE
Town Clerk

a true copy
ATTEST:

ADJOURNED ANNUAL TOWN MEETING

Wednesday, May 12, 1999

Pursuant to adjournment of the Annual Town Meeting held May 10, 1999, the Inhabitants of the Town of Needham qualified to vote in Town Affairs met in the Newman School on Wednesday, May 12, 1999, at 7:30 P.M.

Check lists were used and 246 voters were checked on the list as being present, including 218 Town Meeting Members.

At the designation of Carl M. Perkins, President of the Needham Clergy Association, Reverend Dr. Lorne Bostwick, Pastor, Presbyterian Church of Needham, gave the invocation.

The Moderator declared a quorum to be present and requested the Town Clerk to so record.

Discussion commenced under Article 19 (Operating Budget) with the following amendments offered by Mr. Paul G. Smith:

Under Line Item 301, School Department, Mr. Irwin Silverstein, Chairman, presented the FY 2000 budget on behalf of the School Committee.

Line Item	Appropriation	Changing From	Changing To
401	Police Department Salaries	\$3,455,218	\$3,450,775 *
	<i>to be raised in part by transfer of \$20,000 from the Parking Meter Fund. *</i>		
405	Fire Department Salaries	4,417,107	4,422,162
409	Building Department Salaries	225,656	231,561 *
501	Department of Public Works Salaries	2,159,515	2,179,107
	<i>to be raised in part by transfer of \$25,800 from the Parking Meter Fund. *</i>		
504	Department of Public Works Capital Outlay	17,700	30,700 *
506	Municipal Building Maintenance Salaries	1,883,315	1,935,899 *
510	Permanent Public Building Committee Salaries	66,963	68,637 *
601	Board of Health Salaries	239,407	241,436 *
605	Veterans Department Salaries	42,149	42,840 *
608	Youth Commission Salaries	149,913	151,788 *
612	Council on Aging	180,845	183,167 *
701	Planning Board Salaries	102,777	105,343 *
705	Conservation Commission Salaries	22,313	22,871 *
709	Board of Appeals Salaries	5,800	5,945 *
801	Library Salaries	659,680	675,346 *
806	Park and Recreation Salaries	308,290	313,436 *

Under Line Item 810, Memorial park Expenses, a motion to amend the amount of \$2,500 to \$500 was offered by Mr. Paul G. Smith. The motion was presented and carried unanimously by voice vote. And under Line Item 211, Finance Committee Reserve, a motion to amend the amount of \$642,039 to \$644,039 was offered by Mr. Paul G. Smith.

* Unanimous Vote

ACTION: The main motion under Article 19 (Operating Budget) with the amendments thereto was then presented and carried unanimously by voice vote.

VOTED: That the Town vote to raise and appropriate for the necessary Town expenses and charges as follows:

TOWNWIDE EXPENSES:

010. Street lighting	\$399,750.
011. Garbage collection	97,000.
012. Insurance, general	252,000.
(Raised by transfer of \$90,941 from the Overlay Surplus and the balance of \$161,059 from the current tax levy)	
013. Health insurance	4,480,000.
014. Worker's compensation	385,000.
015. Prop. self insurance (Ch.40,s13)	20,000.
016. Unemployment compensation	35,000.
017. Maturing bonds	1,367,339.
018. Interest	392,137.
019. Contributory retirement	2,671,000.
020. Chapter 32 retirement	144,200.
021. Minuteman Voc. Assessment	336,249.
022. MBTA Commuter Parking	<u>95,500.</u>
TOTAL: TOWN WIDE EXP.	10,675,175.

GENERAL GOVERNMENT

BOARD OF SELECTMEN:

101. Salaries	\$333,510.
102. Merit Pay	\$14,500.
103. Purchase of Service	148,828.
104. Expenses	19,370.
105. Capital Outlay	<u>4,175.</u>
TOTAL	520,383.

TOWN CLERK/BOARD OF REGISTRARS

106. Salaries	151,268.
107. Purchase of service	20,860.
108. Expenses	4,455.
109. Capital Outlay	2,500.
110. Tellers/Canvassers/Details	<u>14,546.</u>
TOTAL	193,629.

LEGAL:

111. Salaries	53,380.
112. Special Fees	145,000.
113. Expenses	<u>5,000.</u>
TOTAL	203,380.

PERSONNEL BOARD:

114. Salaries	1,820.
115. Purchase of Service	10,000.
116. Merit Bonus	<u>4,000.</u>
TOTAL	15,820.

TOTAL: GENERAL GOVERNMENT 933,212

FINANCE

ASSESSORS:

201. Salaries	238,081.
202. Purchase of service	35,000.
203. Expenses	13,500.

204. Capital Outlay	<u>8,000.</u>
TOTAL	294,581.

FINANCE DEPARTMENT:

205. Salaries	752,937.
(Raised by transfer of \$6,200. from the Parking Meter Fund and the balance of \$746,737. from the current tax levy)	
206. Purchase of Service	298,900.
207. Expenses	96,570.
(Raised by transfer of \$3,000. from the Parking Meter Fund and the balance of \$93,570. from the current tax levy)	
208. Capital Outlay	<u>51,600.</u>
TOTAL	1,200,007.

FINANCE COMMITTEE:

209. Salaries	24,861.
210. Expenses	500.
211. Reserve Fund	<u>644,039.</u>
(Raised by transfer of \$640,000 from the Overlay Surplus and the balance of \$4,039. from the current tax levy)	
TOTAL	669,400.
TOTAL: FINANCE	2,163,988.

EDUCATION:**SCHOOL DEPARTMENT:**

301. Salaries	23,737,838.
302. Purchase of Service	2,703,288.
303. Expenses	914,731.
304. Capital Outlay	<u>175,826.</u>
TOTAL: EDUCATION	27,531,683.

PUBLIC SAFETY**POLICE:**

401. Total Salaries	3,450,775.
(Raised by transfer of \$20,000. from the Parking Meter Fund and the balance of \$3,430,755. from the current tax levy)	
402. Purchase of Service	44,512.
403. Expenses	124,082.
404. Capital Outlay	<u>129,295.</u>
TOTAL	3,748,664.

FIRE:

405. Total Salaries	4,422,162.
406. Purchase of service	144,560.
407. Expenses	146,475.
408. Capital Outlay	<u>17,092.</u>
TOTAL	4,730,289.

BUILDING:

409. Salaries	231,561.
410. Purchase of service	1,500.
411. Expenses	5,907.
412. Capital Outlay	<u>0.</u>
TOTAL	238,968.

TOTAL: PUBLIC SAFETY	8,717,921.
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PUBLIC FACILITIES**PUBLIC WORKS:**

501. Salaries	2,179,107.
(Raised by transfer of \$25,800. from the Parking Meter Fund and the balance of \$2,153,307. from the current tax levy)	
502. Purchase of Service	492,329.
503. Expenses	289,902.
504. Capital Outlay	30,700.
505. Snow & Ice	<u>150,000.</u>
TOTAL	3,142,038.

BUILDING MAINTENANCE:

506. Salaries	1,935,899.
507. Purchase of Service	1,405,161.
508. Expenses	278,335.
509. Capital Outlay	<u>8,200.</u>
TOTAL	3,627,595.

PERMANENT PUBLIC BUILDING COMMITTEE:

510. Salaries	68,637.
511. Purchase of Service	1,500.
512. Expenses	<u>2,800.</u>
TOTAL	72,937.

TOTAL: PUBLIC FACILITIES	6,842,570.
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HUMAN SERVICES**BOARD OF HEALTH:**

601. Salaries	241,436.
602. Purchase of service	68,991.
603. Expenses	8,050.
604. Capital Outlay	<u>0.</u>
TOTAL	318,477.

VETERANS' SERVICES:

605. Salaries	42,840.
606. Purchase of Service	300.
607. Expenses	3,050.
607A. Benefits	<u>30,000.</u>
TOTAL	76,190.

YOUTH COMMISSION:

608. Salaries	151,788.
609. Purchase of Service	2,800.
610. Expenses	1,990.
611. Capital Outlay	<u>0.</u>
TOTAL	156,578.

COUNCIL ON AGING:

612. Salaries	183,167.
613. Purchase of Service	2,175.
614. Expenses	4,125.
615. Capital Outlay	<u>1,000.</u>
TOTAL	190,467.

COMMISSION ON DISABILITIES:

616. Expenses	<u>513</u>
TOTAL	513

TOTAL: HUMAN SERVICES	\$742,225.
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DEVELOPMENT

PLANNING BOARD:

701. Salaries	105,343.
702. Purchase of Service	3,160.
703. Expenses	1,747.
704. Capital Outlay	0.
TOTAL	110,250.

CONSERVATION COMMISSION:

705. Salaries	22,871.
706. Purchase of Service	3,249.
707. Expenses	1,150.
708. Capital Outlay	0.
TOTAL	27,270.

BOARD OF APPEALS:

709. Salaries	5,945.
710. Purchase of Service	3,050.
711. Expenses	170.
TOTAL	9,165.

HISTORICAL COMMISSION:

712. Expenses	513
TOTAL	513

TOTAL: DEVELOPMENT 147,198.

CULTURAL AND LEISURE SERVICES**LIBRARY:**

801. Salaries	675,346.
802. Purchase of Service	41,934.
803. Books & Periodicals	123,502.
804. Expenses	12,431.
805. Capital Outlay	0.
TOTAL	853,213.

PARK & RECREATION:

806. Salaries	313,436.
807. Purchase of Service	46,278.
808. Expenses	24,347.
809. Capital Outlay	10,000.
TOTAL	394,061.

MEMORIAL PARK:

811. Expenses	500
812. Capital Outlay	0
TOTAL	500

TOTAL: CULTURAL & LEISURE SERVICES 1,247,774

GRAND TOTAL:

DEPARTMENT BUDGETS 59,001,746

ARTICLE 20: APPROPRIATE THE FY2000 WATER ENTERPRISE FUND BUDGET

To see if the Town will vote to raise and appropriate from water receipts or transfer from the water enterprise fund the following sums of money to operate the Water Division of the DPW during fiscal year 2000; under the provision of G.L. Chapter 44, Section 53F 1/2:

Expended FY98	Appropriated FY99	Recommended FY2000
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901 Salaries	\$563,730	614,955	622,554
902 Purchase of service	204,618	256,991	233,700
903 Expenses	166,498	201,255	289,527
904 Capital outlay	50,631	20,000	54,500
905 MWRA assessment	154,221	329,482	329,482
906 Emergency repairs	39,315	50,000	50,000
907 Debt service	483,682	615,000	1,021,721
Total	1,662,695	2,087,683	2,601,484

Said sums to be raised as follows:

Water receipts:	\$2,566,984
Water retained earnings:	\$34,500;

or take any other action relative thereto.

Article 20 Explanation: The Water Enterprise Fund budget is a self-supporting account. That is, water fees and charges cover the entire cost of operations. The increase in expenses is for the purchase of chemicals for the new water treatment facility. The increase in capital outlay is for the purchase of a 3/4 ton pick-up truck (\$25,500) and for emergency lights used for night repairs (\$9,000). Increases in debt service represent the debt costs associated with the new water treatment facility. The MWRA assessment will not be known until June 30. This figure will be amended at the Fall Special Town Meeting.

MOVED: That the Town vote raise and appropriate from water receipts or transfer from the water enterprise fund the following sums of money to operate the Water Division of the DPW during fiscal year 2000; under the provision of G.L. Chapter 44, Section 53F 1/2:

	Expended FY98	Appropriated FY99	Recommended FY2000
901 Salaries	\$563,730	614,955	622,554
902 Purchase of service	204,618	256,991	233,700
903 Expenses	166,498	201,255	289,527
904 Capital outlay	50,631	20,000	54,500
905 MWRA assessment	154,221	329,482	329,482
906 Emergency repairs	39,315	50,000	50,000
907 Debt service	483,682	615,000	1,021,721
Total	1,662,695	2,087,683	2,601,484

Said sums to be raised as follows:

Water receipts:	\$2,566,984
Water retained earnings:	\$34,500.

A motion to amend was offered by Mr. John H. Cogswell that the following line items as printed in the Warrant be amended as follows:

Line Item	Appropriation	Changing From	Changing To
901 Salaries		\$622,554	\$813,819.
903 Expenses		289,527	269,527.

Said sums to be raised as follows:

Water Receipts 2,738,249.
Transfer from Retained Earnings 34,500.

Wastewater receipts \$5,845,248
Transfer from Retained Earnings \$91,100;

Mr. John H. Cogswell, Selectman, addressed this proposal and recommended adoption on behalf of the Board of Selectmen.

Mr. Thomas H. Hannigan, Jr., member, recommended adoption of this proposal on behalf of the Finance Committee.

Mr. Cogswell's motion to amend was presented and carried unanimously by voice vote.

ACTION: The main motion, as amended, was presented and carried unanimously by voice vote.

VOTED: That the Town vote raise and appropriate from water receipts or transfer from the wastewater enterprise fund the following sums of money to operate the Water Division of the DPW during fiscal year 2000; under the provision of G.L. Chapter 44, Section 53F ½:

	Expended FY98	Appropriated FY99	Recommended FY2000
901 Salaries	\$563,730	614,955	813,819
902 Purchase of service	204,618	256,991	233,700
903 Expenses	166,498	201,255	269,527
904 Capital outlay	50,631	20,000	54,500
905 MWRA assessment	154,221	329,482	329,482
906 Emergency repairs	39,315	50,000	50,000
907 Debt service	483,682	615,000	1,021,721
Total	1,662,695	2,087,683	2,772,749

Said sums to be raised as follows:

Water receipts: \$2,738,249
Water retained earnings: \$34,500.

ARTICLE 21: APPROPRIATE THE FY2000 WASTEWATER ENTERPRISE FUND BUDGET

To see if the Town will vote to raise and appropriate from wastewater receipts or transfer from the wastewater enterprise fund the following sums of money to operate the Sewer Division of the DPW during fiscal year 2000; under the provisions of G.L. Chapter 44, Section 53F ½:

	Expended FY98	Appropriated FY99	Recommended FY2000
908 Salaries	\$400,805	388,404	390,245
909 Purchase of service	95,446	108,888	102,400
910 Expenses	55,353	62,070	61,070
911 Capital outlay	29,400	38,250	91,100
912 MWRA assessment	3,982,467	4,088,380	4,088,380
913 Emergency repairs	66,739	20,000	20,000
914 Debt service	533,617	886,000	1,183,153
TOTAL	5,163,827	5,591,992	5,936,348

Said sums to be raised as follows:

Or take any other action relative thereto.

Article 21 Explanation: The Wastewater Enterprise Fund budget (Sewer Division) is a self-supporting account. That is, sewer use fees and charges cover the entire cost of operations. The capital outlay line item includes \$25,000 for replacement pumps, \$91,000 for vehicles and \$25,000 for a mobile emergency pump. Increases in debt service reflect the West Street pumping station and force main project. The MWRA assessment will not be known until June 30. This figure will be amended at the Fall Special Town Meeting.

MOVED: That the Town vote to raise and appropriate from wastewater receipts or transfer from the wastewater enterprise fund the following sums of money to operate the Sewer Division of the DPW during fiscal year 2000; under the provisions of G.L. Chapter 44, Section 53F ½:

	Expended FY98	Appropriated FY99	Recommended FY2000
908 Salaries	\$400,805	388,404	390,245
909 Purchase of service	95,446	108,888	102,400
910 Expenses	55,353	62,070	61,070
911 Capital outlay	29,400	38,250	91,100
912 MWRA assessment	3,982,467	4,088,380	4,088,380
913 Emergency repairs	66,739	20,000	20,000
914 Debt service	533,617	886,000	1,183,153
TOTAL	5,163,827	5,591,992	5,936,348

Said sums to be raised as follows:

Wastewater receipts \$5,845,248
Transfer from Retained Earnings \$91,100.

A motion to amend was offered by Mr. John H. Cogswell that the following line items as printed in the Warrant be amended as follows:

Line Item	Appropriation	Changing From	Changing To
908 Salaries		\$390,245	392,393
911 Capital Outlay		91,100	65,600

Said sums to be raised as follows:

Wastewater Receipts 5,847,396
Transfer from Retained Earnings 65,600.

Mr. John H. Cogswell, Selectman, addressed this proposal and recommended adoption on behalf of the Board of Selectmen.

Mr. Thomas H. Hannigan, Jr., member, recommended adoption of this proposal on behalf of the Finance Committee.

Mr. Cogswell's motion to amend was presented and carried unanimously by voice vote.

ACTION: The main motion, as amended, was presented and carried

unanimously.

VOTED: That the Town vote to raise and appropriate from wastewater receipts or transfer from the wastewater enterprise fund the following sums of money to operate the Sewer Division of the DPW during fiscal year 2000; under the provisions of G.L. Chapter 44, Section 53F ½:

	Expended FY98	Appropriated FY99	Recommended FY2000
908 Salaries	\$400,805	388,404	392,393
909 Purchase of service	95,446	108,888	102,400
910 Expenses	55,353	62,070	61,070
911 Capital outlay	29,400	38,250	65,600
912 MWRA assessment	3,982,467	4,088,380	4,088,380
913 Emergency repairs	66,739	20,000	20,000
914 Debt service	<u>533,617</u>	<u>886,000</u>	<u>1,183,153</u>
TOTAL	5,163,827	5,591,992	5,912,996

Said sums to be raised as follows:

Wastewater receipts	\$5,847,396
Transfer from Retained Earnings	\$65,600.

ARTICLE 22: APPROPRIATE THE FY2000 SOLID WASTE/RECYCLING ENTERPRISE FUND BUDGET

To see if the Town will vote to raise and appropriate from solid waste/recycling receipts or transfer from the Solid Waste/ Recycling Enterprise Fund the following sums of money to operate the Solid Waste and Recycling Division of the DPW during fiscal year 2000; under the provisions of G.L. Chapter 44, Section 53F ½:

	Expended FY98	Appropriated FY99	Recommended FY2000
915 Salaries	\$477,733	\$417,229	\$355,997
916 Purchase of service	916,649	911,211	929,900
917 Expenses	129,727	151,220	142,720
918 Capital outlay	0	0	0
919 Emergency repairs	0	0	0
920 Debt service	<u>257,357</u>	<u>222,815</u>	<u>230,707</u>
TOTAL	\$1,781,466	\$1,702,475	\$1,659,324

Said sums to be raised as follows:

Solid Waste Receipts	\$ 644,324
Transfer from the Tax Levy	\$1,015,000;

or take any other action relative thereto.

Article 22 Explanation: The direct costs of this enterprise fund are supported by the property tax (approximately \$1,015,000) and user fees (approximately \$645,000). It is anticipated that this budget will be amended (i.e. reduced) at Town Meeting based on an analysis of the amount of trash and recycling at the RTS. This analysis could not be completed prior to the printing of this Warrant.

MOVED: That the Town vote to raise and appropriate from solid waste/recycling receipts or transfer from the Solid Waste/ Recycling

Enterprise Fund the following sums of money to operate the Solid Waste and Recycling Division of the DPW during fiscal year 2000; under the provisions of G.L. Chapter 44, Section 53F ½:

	Expended FY98	Appropriated FY99	Recommended FY2000
915 Salaries	\$477,733	\$417,229	\$355,997
916 Purchase of service	916,649	911,211	929,900
917 Expenses	129,727	151,220	142,720
918 Capital outlay	0	0	0
919 Emergency repairs	0	0	0
920 Debt service	<u>257,357</u>	<u>222,815</u>	<u>230,707</u>
TOTAL	\$1,781,466	\$1,702,475	\$1,659,324

Said sums to be raised as follows:

Solid Waste Receipts	\$ 644,324
Transfer from the Tax Levy	\$1,015,000.

A motion to amend was offered by Mr. John H. Cogswell that the following line items as printed in the Warrant be amended as follows:

Line Item	Appropriation	Changing From	Changing To
915 Salaries	\$355,997		\$357,603.
916 Purchase of Service	929,900		794,500
917 Expenses	142,720		124,364
920 Debt Service	230,707		230,339

Said sums to be raised as follows:

Solid Waste Receipts	\$ 491,806
Transfer from the Tax Levy	1,015,000.

Mr. John H. Cogswell, Selectman, addressed this proposal and recommended adoption on behalf of the Board of Selectmen. He explained that the cost of disposing trash is significantly less as we increase our recycling efforts. He also stated that increased recycling efforts improves the environment and reduces the amount hauled to Millbury. The Town has petitioned Millbury for a one-time contract reduction and, if approved, this budget would be amended at a Fall Special Town Meeting.

Mr. Paul Milligan, member, recommended adoption of this proposal on behalf of the Finance Committee.

After a brief discussion, a motion to move the previous question was offered by Ms. Jane A. Howard. The motion was presented and carried unanimously by voice vote.

Mr. Cogswell's motion to amend was presented and carried unanimously by voice vote.

ACTION: The main motion, as amended, was presented and carried unanimously by voice vote.

VOTED: That the Town vote to raise and appropriate from solid waste/recycling receipts or transfer from the Solid Waste/ Recycling Enterprise Fund the following sums of money to operate the Solid Waste and Recycling Division of the DPW during fiscal year 2000; under the provisions of G.L. Chapter 44, Section 53F ½:

	Expended FY98	Appropriated FY99	Recommended FY2000
915 Salaries	\$477,733	\$417,229	\$357,603
916 Purchase of service	916,649	911,211	794,500
917 Expenses	129,727	151,220	124,364
918 Capital outlay	0	0	0
919 Emergency repairs	0	0	0
920 Debt service	<u>257,357</u>	<u>222,815</u>	<u>230,339</u>
TOTAL	\$1,781,466	\$1,702,475	\$1,506,806

Said sums to be raised as follows:

Solid Waste Receipts	\$ 491,806
Transfer from the Tax Levy	\$1,015,000.

ARTICLE 23: CONTINUE REVOLVING FUND - SCHOOL BUSING

To see if the Town will vote to continue a revolving fund account pursuant to the provisions of M.G.L. Chapter 44, Section 53E ½ for the revenues and expenditures from the School Department Fee-Based Busing Program and authorize the School Committee, through the Superintendent, to expend money from such fund in the amount of \$200,000 in fiscal year 2000; or take any other action relative thereto.

Article 23 Explanation and Summary of MGL Chapter 44, Section 53E ½: The Needham Public Schools provides transportation for a fee to all students who are in grades 7 - 12, Kindergarten After School Enrichment Program, Needham Extended Day Program, and those in grades K-6 who live within the 1.5 mile eligibility guideline. The fee is based on the number of buses needed to serve this population of riders and the average cost per seat. The Revolving Fund supports the cost of buses, personnel, and limited program materials. All buses are contracted through a private bus company.

A revolving fund established under the provisions of G.L. Chapter 44, Section 53E ½ must be authorized annually by vote of the Town Meeting. The fund shall be credited with only the departmental receipts received in connection with the programs supported by such revolving fund and expenditures may be made from the revolving fund without further appropriation, subject to the provisions of Section 53E ½.

The Annual Town Meeting authorization for each revolving fund shall specify:

- (1) the programs and purposes for which the revolving fund may be expended;
- (2) the departmental receipts which shall be credited to the revolving fund;
- (3) the board, department or officer authorized to expend from such fund; and
- (4) a limit on the amount which may be expended from such fund in the ensuing year.

In any fiscal year the Board of Selectmen and the Finance Committee may approve an increase in the amount to be spent from the revolving fund, but in no event shall any agency, board, department or officer be authorized to expend in any one fiscal year more than one percent of the amount raised by the Town by taxation in the most recent fiscal year for which a tax rate has been certified pursuant to MGL Chapter 59, section 23.

MOVED: That the Town vote to continue a revolving fund account pursuant to the provisions of M.G.L. Chapter 44, Section 53E ½ for the revenues and expenditures from the School Department

Fee-Based Busing Program and authorize the School Committee, through the Superintendent, to expend money from such fund in the amount of \$200,000 in fiscal year 2000.

Mr. Irwin Silverstein, Chairman, addressed this proposal and recommended adoption on behalf of the School Committee.

ACTION: The main motion was presented and carried unanimously by voice vote.

Article 24 was previously adopted on May 5, 1999.

Article 25 was unanimously adopted on May 3, 1999.

Article 26 was unanimously adopted on May 3, 1999.

Article 27 was unanimously adopted on May 3, 1999.

ARTICLE 28: CONTINUE REVOLVING FUND - HUMAN RIGHTS COMMITTEE INVESTIGATION ACCOUNT

To see if the Town will vote to continue a revolving fund account pursuant to the provisions of M.G.L. Chapter 44, Section 53E ½ for the revenues and expenditures associated with the Human Rights Committee Investigation Account, and authorize the Board of Selectmen, through the Town Administrator, to expend money from such fund in fiscal year 2000 in the amount of \$2,000; or take any other action relative thereto.

Article 28 Explanation: This revolving fund was created in fiscal year 1999. The Human Rights Committee (HRC), through the Board of Selectmen, entered into an agreement with the Massachusetts Commission on Discrimination (MCAD) to investigate and/or conciliate MCAD complaints of discrimination that are claimed to have occurred in the Town of Needham. The MCAD will pay the HRC for handling these MCAD complaints.

MOVED: That the Town vote to continue a revolving fund account pursuant to the provisions of M.G.L. Chapter 44, Section 53E ½ for the revenues and expenditures associated with the Human Rights Committee Investigation Account, and authorize the Board of Selectmen, through the Town Administrator, to expend money from such fund in fiscal year 2000 in the amount of \$2,000.

Mr William M. Powers, Selectman, addressed this proposal and recommended adoption on behalf of the Board of Selectmen.

Mr. James Glickman, Chairman, Human Rights Committee, advised that the Committee has not heard any cases yet and that they must first be trained by the NAACD.

Mrs Trude Ide, Co-Chairman, advised that the League of Women Voters support the Human Rights Committee.

After a brief discussion, a motion to move the previous question was offered by Mr. Maurice P. Handel. The motion was presented and carried by the required two-thirds vote as declared by the Moderator.

ACTION: The main motion was presented and carried by majority vote.

ARTICLE 29: ESTABLISH REVOLVING FUND - SENIOR CENTER ACTIVITIES

To see if the Town will vote to establish a revolving fund account pursuant to the provisions of M.G.L. Chapter 44, Section 53E ½ for the revenues and expenditures associated with the Senior Center Activities Account, and authorize the Board of Selectmen, through the Council on Aging Director, to expend money from such fund in fiscal year 2000 in the amount of \$1,000; or take any other action relative thereto.

Article 29 Explanation: *The Council on Aging is planning on offering various social programs for which it will charge a small fee to cover the cost of the program. This revolving fund will provide a mechanism for collecting these fees and using this money for the program supplies and materials.*

MOVED: That the Town vote to establish a revolving fund account pursuant to the provisions of M.G.L. Chapter 44, Section 53E ½ for the revenues and expenditures associated with the Senior Center Activities Account, and authorize the Board of Selectmen, through the Council on Aging Director, to expend money from such fund in fiscal year 2000 in the amount of \$1,000.

Mr. William M. Powers, Selectman, addressed this proposal and recommended adoption on behalf of the Board of Selectmen.

Mr. Paul G. Smith, Chairman, recommended adoption on behalf of the Finance Committee.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 30: ACCEPT CHAPTER 73, SECTION 4 OF THE ACTS OF 1986 (CONTINUATION OF INCREASE IN PROPERTY TAX EXEMPTION LIMITS)

To see if the Town will vote to accept, for fiscal year 2000, the provisions of Section 4 of Chapter 73 of the Acts of 1986, as amended by Chapter 126 of the Acts of 1988, which amends Chapter 59 of the General Laws relative to real estate property tax exemptions and approve an increase in the amount of 26% for each eligible exemption; or take any other action relative thereto.

Article 30 Explanation and Summary of Chapter 73, Section 4 of the Acts of 1986 and Chapter 126 of the Acts of 1988: *Town Meeting approval of the additional exemption, as well as application for the exemption by the taxpayer, must be made annually. Approval was first granted by the May 1993 Town Meeting. The Board of Selectmen has, each year, recommended that the exemption increase by the percentage increase in property taxes for the prior year. In fiscal year 1999 the exemption was 24%. Acceptance of Section 4 of Chapter 73 of the Acts of 1986, as amended by Chapter 126 of the Acts of 1988, permits the Town to grant an additional exemption to certain taxpayers who are surviving spouses, surviving minors of deceased parents, persons over the age of 70, certain veterans and disabled veterans and their surviving spouses, parents of veterans who died in wartime service and blind individuals, and who qualify for an exemption under any one of the following clauses of Section 5 of Chapter 59 of the General Laws:*

Clauses 17, 17C, 17D, 22, 22A, 22B, 22C, 22D, 22E, 37, 37A, 41, 41B, 41C, 42, or 43.

The additional exemption shall be uniform for all exemptions but shall not exceed one hundred percent of a taxpayer's original exemption. No taxpayer may pay less tax than paid on the preceding year, except through the

application of General Laws, Chapter 58, Section 8A or Chapter 59, Section 5, clause 18. The taxable valuation of the taxpayer's property shall not be less than ten percent of its fair cash value.

MOVED: That the Town vote to accept, for fiscal year 2000, the provisions of Section 4 of Chapter 73 of the Acts of 1986, as amended by Chapter 126 of the Acts of 1988, which amends Chapter 59 of the General Laws relative to real estate property tax exemptions and approve an increase in the amount of 26% for each eligible exemption.

Mr. Gerald A. Wasserman, Selectman, addressed this proposed and recommended adoption on behalf of the Board of Selectmen. He explained that the percentage for each eligible exemption can be increased by local option.

Mr. Paul G. Smith, Chairman, recommended adoption on behalf of the Finance Committee.

ACTION: The main motion was presented and carried by majority vote.

ARTICLE 31: RAISE INCOME THRESHOLD FOR PROPERTY TAX DEFERRAL PROGRAM

To see if the Town will vote to raise the income threshold for the property tax deferral program to \$40,000, as provided for under MGL Chapter 59, Section 5, Clause 41A; or take any other action relative thereto.

Article 31 Explanation: *State law permits certain individuals to defer payment on all or part of their property taxes. To qualify, the owner or spouse must be 65 years of age or older and have a gross income of \$20,000 or less. The deferred taxes accrue interest at a rate of eight percent. All unpaid taxes and interest must be paid if the property is sold or at the death of the owner. By local option, this income limit can be raised up to \$40,000. In 1992, Needham increased the income limit to \$30,000. This Article, if approved, would raise the income limit to \$40,000. Currently, 38 property owners take advantage of this program.*

MOVED: That the Town vote to raise the income threshold for the property tax deferral program to \$40,000, as provided for under MGL Chapter 59, Section 5, Clause 41A.

Mr. Gerald A. Wasserman, Selectmen, addressed this proposal and recommended adoption on behalf of the Board of Selectmen.

In response to an inquiry from Mr. Michael A. Diener, Mr. Wasserman explained that many people do not take advantage of this tax deferral program because they do not want to leave debt to their children.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 32: AUTHORIZATION TO EXPEND STATE FUNDS FOR WAYS

To see if the Town will vote to authorize the Board of Selectmen to permanently construct, reconstruct, resurface, alter or make specific repairs upon all or portions of various Town Ways and authorize the expenditure of \$700,000 provided or to be provided by the Commonwealth of Massachusetts through the Massachusetts

Highway Department; or take any other action relative thereto.

Article 32 Explanation: State law requires that Town Meeting approve the use of funds received from the State for road construction purposes including engineering or to address traffic improvements. The amount shown in the Article is an estimate as no State transportation program has been funded at the time of the printing of this Warrant.

MOVED: That the Town vote to authorize the Board of Selectmen to permanently construct, reconstruct, resurface, alter or make specific repairs upon all or portions of various Town Ways and authorize the expenditure of \$700,000 provided or to be provided by the Commonwealth of Massachusetts through the Massachusetts Highway Department.

Mr. John H. Cogswell, Selectman, addressed this proposal and recommended adoption on behalf of the Board of Selectmen. He explained that this proposal allows the Town to accept and expend Chapter 90 funds.

Mr. Ford H. Peckham, member recommended adoption on behalf of the Finance Committee.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 33: TRANSFER OF UNDESIGNATED FUND BALANCE

To see if the Town will vote to transfer \$2,900,719 from the Undesignated Fund Balance Account (Free Cash) to meet, in part, appropriations made at this Town Meeting, and to authorize the Board of Assessors to use such sum as available funds to meet appropriations in their computation of the tax rate for the fiscal year 2000, or take any other action relative thereto.

Article 33 Explanation: Undesignated fund balance is the result of unexpended appropriations and revenue in excess of estimates from fiscal year 1998. It also includes the collection of previously delinquent taxes.

MOVED: That the Town vote to transfer \$2,900,719 from the Undesignated Fund Balance Account (Free Cash) to meet, in part, appropriations made at this Town Meeting, and to authorize the Board of Assessors to use such sum as available funds to meet appropriations in their computation of the tax rate for the fiscal year 2000.

Mr. Paul G. Smith, Chairman, recommended adoption of this proposal on behalf of the Finance Committee.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 34: APPROPRIATE FOR MECHANICAL SYSTEM REPAIR

To see if the Town will vote to raise and appropriate the sum of \$250,000 to replace the Mitchell School boiler mechanical systems, to be spent under the direction of the Municipal Building Maintenance Board, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen is authorized to borrow up to \$250,000 for a period of up to five years, under M.G.L., Chapter 44, Section 7; or take any other action relative thereto.

Article 34 Explanation: The #2 boiler at the Mitchell School is an 11 section, cast iron, steam boiler. This 38 year old boiler was installed in 1960 when the second classroom wing was added to the school. This boiler has reached its life expectancy and although it operates, it runs roughly and is very inefficient. The project includes not only the replacement of the #2 boiler, but also ancillary systems that are critical to the efficient operation of the heating system. \$18,000 was appropriated at the May, 1998 Annual Town Meeting for design specifications for this project.

MOVED: That the Town vote to raise and appropriate the sum of \$250,000 to replace the Mitchell School boiler mechanical systems, to be spent under the direction of the Municipal Building Maintenance Board, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen is authorized to borrow up to \$250,000 for a period of up to five years, under M.G.L., Chapter 44, Section 7.

A motion to amend was offered by Mr. Gerald A. Wasserman to add an emergency preamble (Section 13, Town Charter) as follows: "This is an emergency measure necessary for the immediate preservation of the safety and convenience of the Town, and therefore final vote of the Town Meeting passing this measure shall be immediately operative."

A further motion to amend was offered by Mr. Gerald A. Wasserman to strike the amount "\$250,000" and insert in place thereof the amount "\$365,000".

Mr. Wasserman, Selectman, recommended adoption on behalf of the Board of Selectmen.

Mr. Ronald Culin, member, recommended adoption on behalf of the Finance Committee.

A motion to amend was offered by Mr. James G. Healy to strike the words "Municipal Building Maintenance Board" and insert in place thereof the words "Permanent Public Building Committee".

Mr. Healy's motion to amend was presented and carried by majority vote.

Mr. Wasserman's motion to amend the amount to \$365,000 was presented and carried by majority vote.

Mr. Wasserman's motion to add an emergency preamble was presented and carried unanimously by voice vote.

ACTION: The main motion, as amended, which requires a two-thirds vote, was presented and carried unanimously by voice vote.

VOTED: That the Town vote to raise and appropriate the sum of \$365,000 to replace the Mitchell School boiler mechanical systems, to be spent under the direction of the Permanent Public Building Committee, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen is authorized to borrow up to \$365,000 for a period of up to five years, under M.G.L., Chapter 44, Section 7. This is an emergency measure necessary for the immediate preservation of the safety and convenience of the Town, and therefore final vote of the Town Meeting passing this measure shall be immediately operative.

ARTICLE 35: APPROPRIATE FOR POLLARD HVAC EQUIPMENT

To see if the Town will vote to raise and appropriate the

sum of \$305,000 for modifications of the ventilation system at the Pollard Middle School, to be spent under the direction of the Permanent Public Building Committee, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen is authorized to borrow up to \$305,000 for a period of up to five years, under M.G.L., Chapter 44, Section 7; or take any other action relative thereto.

Article 35 Explanation: To allow for air balancing of all occupied spaces of the building consistent with ASHRAE (American Society of Heating, Refrigeration and Air Conditioning Engineers) standards, several heating, ventilating and air conditioning (HVAC) modifications are required at the Pollard Middle School. Anticipated work involves alteration of the cafeteria air handling units as well as corrective modifications to bathroom exhaust systems, the kiln exhaust, main office and computer lab intake systems and distribution ducts, and replacement of the air handling units in the blue gym. \$35,000 was appropriated at the November, 1998 Special Town Meeting for design specifications for this project. This project will be under the supervision of the Permanent Public Building Committee. It is anticipated that bids for this work will be received prior to Town Meeting.

MOVED: That the Town vote to raise and appropriate the sum of \$305,000 for modifications of the ventilation system at the Pollard Middle School, to be spent under the direction of the Permanent Public Building Committee, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen is authorized to borrow up to \$305,000 for a period of up to five years, under M.G.L., Chapter 44, Section 7.

A motion to amend was offered by Mr. Daniel P. Matthews by adding an emergency preamble (Section 13, Town Charter) as follows: "This is an emergency measure necessary for the immediate preservation of the safety and convenience of the Town, and therefore final vote of the Town Meeting passing this measure shall be immediately operative."

A second motion to amend was offered by Mr. Daniel P. Matthews by deleting the phrase "appropriate the sum of \$305,000" and replacing it with the phrase "appropriate the sum of \$325,000", and by deleting the phrase "authorized to borrow up to \$305,000" and replacing it with the phrase "authorized to borrow up to \$325,000".

Mr. Daniel P. Matthews, Selectman, addressed this proposal and recommended adoption on behalf of the Board of Selectmen. He stated that this proposal is the remaining work on the Pollard School that has been identified.

Mr. Ronald Culin, member, recommended adoption on behalf of the Finance Committee

After a brief discussion, Mr. Matthews motion to amend the amount to \$325,000 was presented and carried unanimously by voice vote.

Mr. Matthews' second motion to amend to add an emergency preamble was presented and carried unanimously by voice vote.

ACTION: The main motion, as amended, was presented and carried by the required two-thirds vote as declared by the Moderator.

VOTED: That the Town vote to raise and appropriate the sum of \$325,000 for modifications of the ventilation system at the Pollard Middle School, to be spent under the direction of the Permanent Public Building Committee, and to meet this appropriation the

Treasurer, with the approval of the Board of Selectmen is authorized to borrow up to \$325,000 for a period of up to five years, under M.G.L., Chapter 44, Section 7. This is an emergency measure necessary for the immediate preservation of the safety and convenience of the Town, and therefore final vote of the Town Meeting passing this measure shall be immediately operative.

ARTICLE 36: APPROPRIATE FOR MEMORIAL PARK ADA RENOVATIONS

To see if the Town will vote to raise and appropriate the sum of \$50,000 for modifications to bring the Memorial Park building into compliance with the requirements of the ADA, to be spent under the direction of the Municipal Building Maintenance Board and raised from the tax levy; or take any other action relative thereto.

Article 36 Explanation: This request will fund the modifications needed to bring the restrooms and snack bar concession area at Memorial Park into compliance with the requirements of the Americans for Disabilities Act (ADA).

MOVED: That the Town vote to raise and appropriate the sum of \$50,000 for modifications to bring the Memorial Park building into compliance with the requirements of the ADA, to be spent under the direction of the Municipal Building Maintenance Board and raised from the tax levy.

A motion to amend was offered by Mr. Daniel P. Matthews by deleting the sum of "\$50,000" and replacing it with the sum of "\$7,500" and replace the word "modifications" with the word "design".

Mr. Daniel P. Matthews, Selectman, recommended adoption on behalf of the Board of Selectmen.

Ms. Michele M. McQuillen, member, recommended adoption on behalf of the Finance Committee.

Mr. Matthews motion to amend was presented and carried unanimously by voice vote.

ACTION: The main motion, as amended, was presented was carried unanimously by voice vote.

VOTED: That the Town vote to raise and appropriate the sum of \$7,500 for design to bring the Memorial Park building into compliance with the requirements of the ADA, to be spent under the direction of the Municipal Building Maintenance Board and raised from the tax levy.

Article 37 was unanimously adopted on May 3, 1999.

ARTICLE 38: APPROPRIATE FOR EXTERIOR PAINTING

To see if the Town will vote to raise and appropriate the sum of \$100,000 to paint the exterior of the Mitchell School and the Fire and Police Department buildings, to be spent under the direction of the Municipal Building Maintenance Board and raised from the tax levy; or take any other action relative thereto.

Article 38 Explanation: Extensive peeling prompts this request for \$35,000 to paint the Police/Fire Station on Chestnut Street and the Fire

Station in Needham Heights. In addition, the Mitchell School is showing extensive cracking and peeling which is unsightly and is exposing underlying wood and metal to potential rot and corrosion. One quarter of the building was last painted in 1991, one quarter in 1989, and there is no record of when the remaining one-half of the building was painted. \$65,000 is being requested for this portion of the project.

MOVED: That the Town vote to raise and appropriate the sum of \$100,000 to paint the exterior of the Mitchell School and the Fire and Police Department buildings, to be spent under the direction of the Municipal Building Maintenance Board and raised from the tax levy.

A motion to postpone Article 38 to a time certain, specifically the first item of business on Monday, May 17, 1999, was offered by Mr. William M. Powers. The motion was presented and carried unanimously by voice vote.

Article 39 was unanimously adopted on May 3, 1999.

Article 40 was unanimously adopted on May 3, 1999.

Article 41 was withdrawn on May 3, 1999.

ARTICLE 42: APPROPRIATE FOR REPLACEMENT OF FLOORING

To see if the Town will vote to raise and appropriate the sum of \$50,000 to replace flooring in school buildings, to be spent under the direction of the Municipal Building Maintenance Board and raised from the tax levy; or take any other action relative thereto.

Article 42 Explanation: This request is for the first year of a multi-year plan to systematically address the need to replace asbestos flooring and carpeting in school buildings. In most cases, the worn flooring is comprised of floor tiles containing asbestos or carpeting glued directly to tiles that contain asbestos. In all cases, the asbestos floor tile is a minimum of 30 years old and would be due for replacement even if it did not contain asbestos. The cost of removing asbestos tile, or carpeting resting on asbestos tile, and replacing it with vinyl is estimated at \$4,000 for the average sized classroom. At an annual appropriation of \$50,000 it is estimated that it will take 20 years to remove and replace all asbestos flooring in Needham classrooms. This effort will be directed toward those schools not slated for renovation work in the near future, or for emergency repair areas.

MOVED: That the Town vote to raise and appropriate the sum of \$50,000 to replace flooring in school buildings, to be spent under the direction of the Municipal Building Maintenance Board and raised from the tax levy.

A motion to amend was offered by Mr. William M. Powers by deleting the sum of "\$50,000" and replacing it with the sum of "\$25,000".

Mr. William M. Powers, Selectman, addressed this proposal and recommended adoption on behalf of the Board of Selectmen.

Mr. Michael Crawford, member, recommended adoption of this proposal on behalf of the Finance Committee

After a brief discussion, a motion to move the previous question on the main motion and the motion to amend was offered

by Mr. Thomas H. Harkins. The motion was presented and carried by the required two-thirds vote as declared by the Moderator.

Mr. Powers motion to amend was presented and carried by majority vote as declared by the Moderator.

ACTION: The main motion, as amended, was presented and carried by majority vote.

VOTED: That the Town vote to raise and appropriate the sum of \$25,000 to replace flooring in school buildings, to be spent under the direction of the Municipal Building Maintenance Board and raised from the tax levy.

ARTICLE 43: APPROPRIATE FOR SCHOOL PARKING LOT REHABILITATION DESIGN

To see if the Town will vote to raise and appropriate the sum of \$46,000 for the design services for the High School and Pollard Middle School parking lots, to be spent under the direction of the Municipal Building Maintenance Board and raised from the tax levy; or take any other action relative thereto.

Article 43 Explanation: Last year, an engineering firm completed a survey of certain school parking lots. In the study, the High School and Pollard were noted as high priorities needing a variety of improvements. This request is for design services for resurfacing the High School north lot, reconstructing the High School south lot, overlaying the Pollard front lot (and adding 22 spaces), crack sealing the Pollard rear lot, and resurfacing or reconstructing walkways and curbing at both schools. Construction funds will be requested in May, 2000.

MOVED: That the Town vote to raise and appropriate the sum of \$46,000 for the design services for the High School and Pollard Middle School parking lots, to be spent under the direction of the Municipal Building Maintenance Board and raised from the tax levy.

A motion to amend was offered by Mr. William M. Powers by deleting the sum of "\$46,000" and replacing it with the sum of "\$40,000" and by deleting the words "and Pollard Middle School".

Mr. James G. Healy, member, addressed this proposal and recommended adoption on behalf of the Finance Committee. He explained that the Finance Committee wanted to use cash for these one-time non-recurring projects.

After a brief discussion, a motion to move the previous question was offered by Mr. William R. Dermody. The motion was presented and carried unanimously by voice vote.

Mr. Powers motion to amend was presented and carried by majority vote.

ACTION: The main motion, as amended, was presented and carried unanimously by voice vote.

VOTED: That the Town vote to raise and appropriate the sum of \$40,000 for the design services for the High School parking lots, to be spent under the direction of the Municipal Building Maintenance Board and raised from the tax levy.

ARTICLE 44: APPROPRIATE FOR HIGH SCHOOL AUDITORIUM RENOVATION DESIGN

To see if the Town will vote to raise and appropriate the sum of \$25,000 for design specifications for renovations to the high school auditorium, to be spent under the direction of the Permanent Public Building Committee and raised from the tax levy; or take any other action relative thereto.

Article 44 Explanation: The High School Auditorium was scheduled for renovation as part of the 1988 building renovation project at the High School. Due to unanticipated asbestos removal costs, the Auditorium work was dropped from the project. Many of the components of the auditorium have not been modified or upgraded since they were installed in 1930. This request is for funds for project design to include: refinishing the stage; re-upholstering 586 seats; replacing the stage curtain, door hardware and carpeting; painting the walls and ceiling, updating sound and light systems; and rehabilitating the ventilation system and temperature controls. This is the third consecutive year this project has been submitted. It was deferred at the May, 1998 annual town meeting at the Permanent Public Building Committee's request so that a cost study could be performed to more accurately gauge construction costs. A professional cost estimator has estimated the project at \$300,000.

MOVED: That the Town vote to raise and appropriate the sum of \$25,000 for design specifications for renovations to the high school auditorium, to be spent under the direction of the Permanent Public Building Committee and raised from the tax levy.

Mr. William M. Powers, Selectman, addressed this proposal and recommended adoption on behalf of the Board of Selectmen.

Mr. Michael Crawford, member, recommended adoption of this proposal on behalf of the Finance Committee

Unanimous consent was given to allow Jennifer Tucker, Needham High School student and Town Meeting microphone operator, to address Town meeting. Jennifer Tucker explained that the High School auditorium definitely needs to be renovated and urged support of this proposal.

ACTION: The main motion was presented and carried unanimously by voice vote.

At 11:05 P.M. Mr. Gilbert W. Cox, Jr. moved that the Annual Town meeting stand adjourned to Monday, May 17, 1999 at 7:30 P.M. at the Newman School, and it was so voted unanimously.

Theodora K. Eaton, CMC/AEE
Town Clerk

a true copy
ATTEST:

ADJOURNED ANNUAL TOWN MEETING

Monday, May 17, 1999

Pursuant to adjournment of the Annual Town Meeting held May 12, 1999, the Inhabitants of the Town of Needham qualified to vote in Town Affairs met in the Newman School on Monday, May 17, 1999, at 7:30 P.M.

Check lists were used and 261 voters were checked on the list as being present, including 219 Town Meeting Members.

In the absence of a member of the clergy, the Moderator asked Town Meeting Members to stand for a moment of silence.

The Moderator declared a quorum to be present and requested the Town Clerk to so record.

Discussion commenced under Article 38 which had previously been postponed to a time certain, specifically the first item of business on Monday, May 17, 1999.

ARTICLE 38: APPROPRIATE FOR EXTERIOR PAINTING

To see if the Town will vote to raise and appropriate the sum of \$100,000 to paint the exterior of the Mitchell School and the Fire and Police Department buildings, to be spent under the direction of the Municipal Building Maintenance Board and raised from the tax levy; or take any other action relative thereto.

Article 38 Explanation: Extensive peeling prompts this request for \$35,000 to paint the Police/Fire Station on Chestnut Street and the Fire Station in Needham Heights. In addition, the Mitchell School is showing extensive cracking and peeling which is unsightly and is exposing underlying wood and metal to potential rot and corrosion. One quarter of the building was last painted in 1991, one quarter in 1989, and there is no record of when the remaining one-half of the building was painted. \$65,000 is being requested for this portion of the project.

MOVED: That the Town vote to raise and appropriate the sum of \$100,000 to paint the exterior of the Mitchell School and the Fire and Police Department buildings, to be spent under the direction of the Municipal Building Maintenance Board and raised from the tax levy.

A motion to postpone the subject matter of Article 38 to a time certain, specifically upon the disposition of Article 65, was offered by Mr. William M. Powers. The motion was presented and carried unanimously by voice vote.

Article 39 was unanimously adopted on May 3, 1999.

Article 40 was unanimously adopted on May 3, 1999.

Article 41 was withdrawn on May 3, 1999.

Article 42 was adopted on May 12, 1999.

Article 43 was unanimously adopted on May 12, 1999.

Article 44 was unanimously adopted on May 12, 1999.

ARTICLE 45: APPROPRIATE FOR NEW ELEMENTARY SCHOOL DESIGN

To see if the Town will vote to raise and appropriate the sum of \$1,170,000 for architectural design of a new K-5 elementary school, to be spent under the direction of the Permanent Public Building Committee, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow up to \$1,170,000 for a period of up to five years under M.G.L., Chapter 44, Section 7; or take any other action relative thereto.

Article 45 Explanation: The current assessment of the Comprehensive Facility Study Committee is that the Town needs one new elementary school, one new middle school; renovate and add to the Mitchell, Broadmeadow, and Hillside Schools; and, perform minor renovations at the Newman to accommodate a preschool, and at the Pollard School to accommodate school administration. A preliminary estimate of the construction cost for this new elementary school is \$10,730,000. This request is for funds to do architectural design of the new elementary school. The location of this school will be determined once an engineering analysis of alternative sites is completed this Spring. Design will occur in FY2000. It is anticipated that the request for funds for construction will come before Town Meeting in May, 2000. The Board of Selectmen is anticipating placing these design costs as well as the construction estimate, on the April, 2000 Town election ballot for funding through a Proposition 2 1/2 debt exclusion override. As of this time, it is anticipated that 58 percent of the design and construction costs will be reimbursed by the State.

MOVED: That the Town vote to raise and appropriate the sum of \$1,170,000 for architectural design of a new K-5 elementary school, to be spent under the direction of the Permanent Public Building Committee, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow up to \$1,170,000 for a period of up to five years under M.G.L., Chapter 44, Section 7.

A motion to postpone Article 45 to a time certain, specifically upon the disposition of Article 46, was offered by Mr. Paul Theodore Owens. The motion was presented and carried unanimously by voice vote.

ARTICLE 46: APPROPRIATE FOR BROADMEADOW SCHOOL EXPANSION DESIGN

To see if the Town will vote to raise and appropriate the sum of \$1,015,000 for architectural design of an addition and renovations to the Broadmeadow elementary school, to be spent under the direction of the Permanent Public Building Committee, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow up to \$1,015,000 for a period of up to five years under M.G.L., Chapter 44, Section 7; or take any other action relative thereto.

Article 46 Explanation: As stated above, the current assessment of the Comprehensive Facility Study Committee is that the Town needs to renovate and add to the Broadmeadow School. A preliminary estimate of the construction cost for this school is \$8,875,000. This request is for funds to do architectural design. Design will occur in FY2000. It is anticipated that the request for funds for construction will come before Town Meeting in May,

2000. The Board of Selectmen is anticipating placing these design costs as well as the construction estimate, on the April, 2000 Town election ballot for funding through a Proposition 2 1/2 debt exclusion override. As of this time, it is anticipated that 58 percent of the design and construction costs will be reimbursed by the State.

MOVED: That the Town vote to raise and appropriate the sum of \$1,015,000 for architectural design of an addition and renovations to the Broadmeadow elementary school, to be spent under the direction of the Permanent Public Building Committee, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow up to \$1,015,000 for a period of up to five years under M.G.L., Chapter 44, Section 7.

A motion to amend was offered by Mr. Paul Theodore Owens by deleting the phrase "appropriate the sum of \$1,015,000" and replacing it with the phrase "appropriate the sum of \$400,000", and further, by deleting the phrase "to borrow up to \$1,015,000" and replacing it with the phrase "to borrow up to \$400,000".

Mr. Paul Theodore Owens, Selectman, addressed this proposal on behalf of the Board of Selectmen. He stated that this proposal is the number one priority of all capital projects brought before this Town Meeting. The Board of Selectmen recommended adoption of this proposal.

Mr. James G. Healy, member, addressed this proposal on behalf of the Finance Committee. He indicated that the Finance Committee would like to present a complete picture of the financial implications to the Town and asked the School Committee and the Comprehensive Facilities Study Committee to come up with a reduced amount for a schematic design of this proposal. The motion to amend has addressed this concern and the Finance Committee recommends adoption of Article 46.

Mr. Irwin Silverstein, Chairman, addressed this proposal on behalf of the School Committee presenting an overall picture of the needs of the school buildings and the need for a new elementary school. The Broadmeadow School renovation would increase student capacity to 500 and ease the overcrowding of other elementary schools. He advised that the School Committee is asking for design money tonight. School Committee hopes to have the monetary requirement ready for an override question on the April 2000 ballot. The School Committee asks for support on Article 46.

Mr. James Hugh Powers advised that the Needham Taxpayers Association supports the position of the Board of Selectmen and the Finance Committee on this proposal, but noted that handicapped accessibility must also be considered. Mr. Silverstein advised that the handicapped accessibility will continue after the renovations.

After a brief discussion, a motion to move the previous question was offered by Mrs. Cynthia J. Chaston. The motion was presented and carried unanimously by voice vote.

Mr. Owens' motion to amend was presented and carried unanimously by voice vote.

ACTION: The main motion, as amended, was presented and carried by the required two-thirds vote as declared by the Moderator.

VOTED: That the Town vote to raise and appropriate the sum of \$400,000 for architectural design of an addition and renovations to the Broadmeadow elementary school, to be spent under the direction of the Permanent Public Building Committee, and to meet this

appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow up to \$400,000 for a period of up to five years under M.G.L., Chapter 44, Section 7.

ARTICLE 45: APPROPRIATE FOR NEW ELEMENTARY SCHOOL DESIGN

To see if the Town will vote to raise and appropriate the sum of \$1,170,000 for architectural design of a new K-5 elementary school, to be spent under the direction of the Permanent Public Building Committee, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow up to \$1,170,000 for a period of up to five years under M.G.L., Chapter 44, Section 7; or take any other action relative thereto.

Article 45 Explanation: The current assessment of the Comprehensive Facility Study Committee is that the Town needs one new elementary school, one new middle school; renovate and add to the Mitchell, Broadmeadow, and Hillside Schools; and, perform minor renovations at the Newman to accommodate a preschool, and at the Pollard School to accommodate school administration. A preliminary estimate of the construction cost for this new elementary school is \$10,730,000. This request is for funds to do architectural design of the new elementary school. The location of this school will be determined once an engineering analysis of alternative sites is completed this Spring. Design will occur in FY2000. It is anticipated that the request for funds for construction will come before Town Meeting in May, 2000. The Board of Selectmen is anticipating placing these design costs as well as the construction estimate, on the April, 2000 Town election ballot for funding through a Proposition 2 1/2 debt exclusion override. As of this time, it is anticipated that 58 percent of the design and construction costs will be reimbursed by the State.

MOVED: That the Town vote to raise and appropriate the sum of \$1,170,000 for architectural design of a new K-5 elementary school, to be spent under the direction of the Permanent Public Building Committee, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow up to \$1,170,000 for a period of up to five years under M.G.L., Chapter 44, Section 7.

A motion to amend was offered by Mr. Paul Theodore Owens that the Town vote to raise and appropriate the sum of \$40,000 for architectural services for plans and specifications of a new elementary school, to be spent under the direction of the Permanent Public Building Committee, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow up to \$20,000 for a period of up to five years under M.G.L., Chapter 44, section 7, and that \$20,000 be transferred from the unexpended balance of Article 13 of the November 16, 1998 Special Town Meeting.

Mr. Paul Theodore Owens, Selectman, addressed this proposal and recommended on behalf of the Board of Selectmen that \$40,000 be appropriated for the Permanent Public Building Committee to conduct a site study.

Mr. James G. Healy, member, recommended support of Article 45, but expressed the following concerns: 1) How can the Permanent Public Building Committee handle two projects when we were previously advised that they could not; 2) The Finance Committee questions whether or not Eliot School is the right site; 3) Can a new Eliot School be built while the old Eliot School is in operation; and 4) Are there other site and access issues that need to be addressed. The Finance Committee recommends adoption of the amended proposal.

Unanimous consent was given to allow Janet B. Haines, resident and voter, to address Town Meeting. Ms. Haines advised that she is the President of the Eliot PTC and seeks support for this article.

Mr. James Hugh Powers advised that the Needham Taxpayers Association supports this proposal. In response to an inquiry from Mr. Powers, Mr. John P. Connelly, Chairman, advised that the Permanent Public Building Committee would like the two projects staggered.

After a brief discussion, a motion to move the previous question was offered by Mr. Thomas M. Harkins. The motion was presented and carried by the required two-thirds vote as declared by the Moderator.

Mr. Owens' motion to amend was presented and carried by majority vote as declared by the Moderator.

ACTION: The main motion, as amended, was presented and carried unanimously by voice vote.

VOTED: That the Town vote to raise and appropriate the sum of \$40,000 for architectural services for plans and specifications of a new elementary school, to be spent under the direction of the Permanent Public Building Committee, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow up to \$20,000 for a period of up to five years under M.G.L., Chapter 44, section 7, and that \$20,000 be transferred from the unexpended balance of Article 13 of the November 16, 1998 Special Town Meeting.

ARTICLE 47: APPROPRIATE FOR SCHOOL TECHNOLOGY PLAN

To see if the Town will vote to raise and appropriate the sum of \$300,000 for school department computer hardware, other data processing equipment and computer software, to be spent under the direction of the School Department, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow up to \$283,000 for a period of up to five years under M.G.L., Chapter 44, Section 7, and that \$17,000 be transferred from the unexpended balance of Article 6 of the 1997 Special Town Meeting; or take any other action relative thereto.

Article 47 Explanation: This Article constitutes a request for the funding of Year 4 of a five year School Technology Plan. The School Technology Plan has as its goal an increase in the number of instructional computing and peripheral equipment available to students, and the upgrade of existing computing and peripheral equipment. At the May, 1998 Annual Town Meeting, funding for Year 3 of the Plan was approved in the amount of \$200,000. It is proposed that a portion of the cost of this project be funded with the residual balance of \$17,000 from Article 6, of the May, 1997 Special Town Meeting (School Data Network).

MOVED: That the Town vote to raise and appropriate the sum of \$300,000 for school department computer hardware, other data processing equipment and computer software, to be spent under the direction of the School Department, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow up to \$283,000 for a period of up to five years under M.G.L., Chapter 44, Section 7, and that \$17,000 be transferred from the unexpended balance of Article 6 of the 1997 Special Town Meeting.

A motion to amend was offered by Mr. Paul Theodore Owens by deleting the phrase "appropriate the sum of \$300,000" and replacing it with the phrase "appropriate the sum of \$280,000", and further, by deleting the phrase "authorized to borrow up to \$283,000" and replacing it with the phrase "authorized to borrow up to \$263,000".

Mr. Paul Theodore Owens, Selectman, addressed this proposal and recommended adoption on behalf of the Board of Selectmen.

Mr. Irwin Silverstein, Chairman, addressed this proposal on behalf of the School Committee. At the request of Mr. Silverstein, unanimous consent was given to allow Linda Conneely, Director of Media and Technology Services, and Paul Messias, Computer Network Specialist, both non-residents, to address Town Meeting. Mr. Stephen Theall, Assistant Superintendent and Needham resident, was also permitted to address Town Meeting.

Mr. Paul Milligan, member, recommended adoption of this proposal on behalf of the Finance Committee.

Messrs. Donnell F. O'Duggan and Thomas Loughran, members of the Needham Taxpayers Association, spoke in opposition to this proposal.

After a lengthy discussion, a motion to move the previous question was offered by Mrs. Sheila G. Pulver. The motion was presented and carried unanimously by voice vote.

Mr. Owens' motion to amend was presented and carried unanimously by voice vote.

ACTION: The main motion, as amended, which requires a two-thirds vote, was presented, but the Moderator was in doubt as to the voice vote. The motion was again presented and the Moderator was still in doubt as to the voice vote. In the absence of Jane B. Murphy, Mr. Thomas M. Harkins was sworn in as teller by the Moderator. The motion was again presented and carried by a count of hands. The hand count was Yes 163 - No 22.

VOTED: That the Town vote to raise and appropriate the sum of \$280,000 for school department computer hardware, other data processing equipment and computer software, to be spent under the direction of the School Department, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow up to \$263,000 for a period of up to five years under M.G.L., Chapter 44, Section 7, and that \$17,000 be transferred from the unexpended balance of Article 6 of the 1997 Special Town Meeting.

Article 48 was previously withdrawn on May 3, 1999.

ARTICLE 49: APPROPRIATE FOR LOCAL AREA / WIDE AREA NETWORK

To see if the Town will vote to raise and appropriate the sum of \$168,000 for a local area / wide area computer network, to be spent under the direction of the Board of Selectmen, and to meet this appropriation the Treasurer, with approval of the Board of Selectmen, is authorized to borrow up to \$168,000 for a period of up to five years, under M.G.L., Chapter 44, Section 7; or take any other action relative thereto.

Article 49 Explanation: A consultant's recently completed computer needs assessment and implementation plan has recommended that the Town invest in a local areawide area computer network to connect all general government operations. Networks will result in greater efficiency and productivity by providing an infrastructure for collecting, storing and distributing core information that town government uses in its day-to-day operations. Computer networks have become standard tools implemented by businesses and government at all levels. The consultant's computer network implementation plan has identified a five year capital cost for installation of a network at \$506,400. Year one capital costs are projected at \$168,000. Year 1 costs will provide standardized office automation software applications across all departments, centralized backup of all data files on a regular basis, and e-mail communication and file sharing among all departments which will greatly enhance communication and dissemination of data and documents. It is important to note that the effectiveness of Year 1 equipment is not dependent on subsequent year expenditures and will yield significant on-going benefits independent of them.

MOVED: That the Town vote to raise and appropriate the sum of \$168,000 for a local area / wide area computer network, to be spent under the direction of the Board of Selectmen, and to meet this appropriation the Treasurer, with approval of the Board of Selectmen, is authorized to borrow up to \$168,000 for a period of up to five years, under M.G.L., Chapter 44, Section 7.

A Motion to amend was offered by Mr. Paul Theodore Owens by deleting the phrase "and to meet this appropriation the Treasurer, with approval of the Board of Selectmen, is authorized to borrow up to \$168,000 for a period of up to five years, under M.G.L., Chapter 44, Section 7", and replacing it with the phrase "and raised from the tax levy".

Mr. Paul Theodore Owens, Selectman, recommended adoption of this proposal on behalf of the Board of Selectmen.

Mr. Paul G. Smith, Chairman, recommended adoption of this proposal on behalf of the Finance Committee.

Mr. Owens' motion to amend was presented and carried unanimously by voice vote.

ACTION: The main motion, as amended, was presented and carried unanimously by voice vote.

VOTED: That the Town vote to raise and appropriate the sum of \$168,000 for a local area / wide area computer network, to be spent under the direction of the Board of Selectmen, and raised from the tax levy.

ARTICLE 50: APPROPRIATE FOR DPW VEHICLE REPLACEMENT

To see if the Town will vote to raise and appropriate the sum of \$745,000 for DPW equipment, to be spent under the direction of the Board of Selectmen, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow up to \$738,000 for a period of up to five years, under M.G.L. Chapter 44, Section 7 and that \$7,000 be transferred from the unexpended balance of Article 39 of the May 1997 Annual Town Meeting; or take any other action relative thereto.

Article 50 Explanation: The total amount of vehicle and equipment replacement recommended for funding from all sources (i.e., general fund and enterprise fund revenues) equals \$860,730. The 685,430 shown in this section of the CIP represents that portion of recommended vehicle and

equipment replacement to be financed with general obligation debt. The items recommended here are part of the on-going replacement program in the DPW and include a plow frame and plow; a 56,000 lb. gross vehicle weight (GVW) dump truck; two 36,000 lb. GVW dump trucks with material spreader units; a 3-5 ton vibratory roller; an athletic field conditioner; a track type sidewalk tractor; one bucket truck; a one ton, four wheel drive pick up truck; one sedan/wagon; two mid size sedans; one 5 ton trailer; a one-half ton van; one multi-purpose sidewalk tractor; one tractor with tiller attachment; and a sewer rodder / chassis. Please note that the bucket truck requested here will be given to the Fire Alarm Division of the Fire Department, and their current bucket truck will become part of the DPW fleet to be used by the Traffic Signal program of the Highway Division. It is proposed that a portion of the cost of this project be funded with the residual balance of \$7,000 from Article 39, of the May, 1997 Annual Town Meeting (DPW Equipment Replacement). See page 48 for a complete list of all vehicles proposed for replacement.

MOVED: That the Town vote to raise and appropriate the sum of \$745,000 for DPW equipment, to be spent under the direction of the Board of Selectmen, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow up to \$738,000 for a period of up to five years, under M.G.L. Chapter 44, Section 7 and that \$7,000 be transferred from the unexpended balance of Article 39 of the May 1997 Annual Town Meeting.

A motion to amend was offered by Mr. Paul Theodore Owens by deleting the words "the sum of \$745,000 for DPW equipment, to be spent under the direction of the Board of Selectmen, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow up to \$738,000 for a period of up to five years, under M.G.L. Chapter 44, Section 7," and replacing it with the words "the sum of \$327,000 for DPW equipment, to be spent under the direction of the Board of Selectmen, of which \$320,000 is to be raised from the tax levy,".

Mr. Paul Theodore Owens, Selectman, advised that the Board of Selectmen and the Finance Committee agreed to compromise and support adoption of the amended proposal.

Mr. David L. Tannozzini, member, stated that the Needham Taxpayers Association support the motion to amend.

Mr. Owens' motion to amend was presented and carried unanimously by voice vote.

ACTION: The main motion, as amended, was presented and carried unanimously by voice vote.

VOTED: That the Town vote to raise and appropriate the sum of \$327,000 for DPW equipment, to be spent under the direction of the Board of Selectmen, of which \$320,000 is to be raised from the tax levy, and that \$7,000 be transferred from the unexpended balance of Article 39 of the May 1997 Annual Town Meeting.

ARTICLE 51: APPROPRIATE FOR ROAD AND INTERSECTION RECONSTRUCTION

To see if the Town will vote to raise and appropriate the sum of \$780,000 for road and intersection improvements and reconstruction, to be spent under the direction of the Board of Selectmen, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow up to \$780,000 for a period of up to five years, under M.G.L., Chapter 44, Section 7 ; or take any other action relative thereto.

Article 51 Explanation: This appropriation is for the reconstruction of Parish Road, reconstruction of the Hillcrest Road/ Highgate Street intersection and extraordinary repairs on other various roads. Parish Road, from Nehoiden Street to Central Avenue, has required constant maintenance. A request for funding of this project has been deferred in each fiscal year since 1994. Deferral of the 1994 request prompted the DPW to place a thin "spreader patch" over a significant length of the road as a stopgap measure. This provided a passable surface and has helped to hold the road together. However, this patch is showing signs of deterioration, making it increasingly difficult to hold this roadway together through upcoming winters. High traffic volume, poor drainage, patched pavement, and irregular surfaces make this road a high priority for reconstruction. Additional funding for maintenance will not be cost effective. The inability to keep this pavement together during winter conditions will make this roadway unsafe. Given its high priority, design of this project has already been completed by the DPW Engineering Division.

Neighborhood concerns about dangerous traffic patterns at the Hillcrest Road/Highgate Street/Faloon Street/Hazeltown Road intersection triggered a petition to the Board of Selectmen to assess measures that could be taken to ensure safe passage for vehicles and pedestrians. Field layout and detailed surveys were conducted and a proposed design solution - created in consultation with the Police Department - was presented at a neighborhood meeting in September, 1998. This design met with approval of those in attendance. In the Spring, the DPW will paint and cross-hatch the proposed roadway layout on the intersection to assess the efficiency of the proposed design and fine tune it, as needed. Construction is proposed for the Summer of 1999.

The Town currently faces over \$7,500,000 in reconstruction costs necessary for Chapter 90 eligible roads and over \$5,000,000 in reconstruction costs necessary for local roads. In addition, the Town has a number of roadway intersections which need to be reconstructed to address significant safety concerns totaling approximately \$1,300,000. Prior requests to fund specific local road reconstruction, however, have been deferred since 1994. Further, the Town has historically received approximately \$700,000 per year in State aid for Chapter 90 eligible roadways, a level that is only a fraction of the amount necessary to address the known needs. As a result, the DPW is recommending a long range plan to establish a regular investment for the extraordinary repair of Town roads (both Chapter 90 eligible roads and local roads) that will keep these roads in passable condition until they can be reconstructed. This work will involve a combination of stone seal, crack sealing and patching.

MOVED: That the Town vote to raise and appropriate the sum of \$780,000 for road and intersection improvements and reconstruction, to be spent under the direction of the Board of Selectmen, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow up to \$780,000 for a period of up to five years, under M.G.L., Chapter 44, Section 7.

A motion to amend was offered by Mr. John H. Cogswell by striking the sum of "\$780,000" and inserting in place thereof the sum of "\$680,000.

Mr. John H. Cogswell, Selectman, addressed this proposal and recommendation adoption on behalf of the Board of Selectmen.

Mr. Paul G. Smith, Chairman, recommended adoption of this proposal on behalf of the Finance Committee.

Mr. Cogswell's motion to amend was presented and carried unanimously by voice vote.

ACTION: The main motion, as amended, was presented and carried

unanimously by voice vote.

VOTED: That the Town vote to raise and appropriate the sum of \$680,000 for road and intersection improvements and reconstruction, to be spent under the direction of the Board of Selectmen, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow up to \$680,000 for a period of up to five years, under M.G.L., Chapter 44, Section 7.

At 11:05 P.M. Mr. Gilbert W. Cox, Jr. moved that the Annual Town meeting stand adjourned to Wednesday, May 19, 1999 at 7:30 P.M. at the Newman School, and it was so voted unanimously.

Theodora K. Eaton, CMC/AAE
Town Clerk

a true copy
ATTEST:

* * * * *

ADJOURNED ANNUAL TOWN MEETING

Wednesday, May 19, 1999

Pursuant to adjournment of the Annual Town Meeting held May 17, 1999, the Inhabitants of the Town of Needham qualified to vote in Town Affairs met in the Newman School on Wednesday, May 19, 1999, at 7:30 P.M.

Check lists were used and 215 voters were checked on the list as being present, including 195 Town Meeting Members.

At the designation of Carl M. Perkins, President of the Needham Clergy Association, Reverend Roy F. Cederholm, Pastor, Christ Episcopal Church, gave the invocation.

The Moderator declared a quorum to be present and requested the Town Clerk to so record.

ARTICLE 52: APPROPRIATE FOR HANDICAPPED RAMP CONSTRUCTION

To see if the Town will vote to raise and appropriate the sum of \$90,000 for the construction of handicapped ramps at various sidewalk locations, to be spent under the jurisdiction of the Board of Selectmen, and to meet this appropriation the Treasurer with approval of the Board of Selectmen is authorized to borrow up to \$90,000 for a period of up to five years, under M.G.L., Chapter 44, Section 7; or take any other action relative thereto

Article 52 Explanation: On January 21, 1997, the State Architectural Access Board (AAB) issued the Town a Notice of Non-Compliance alleging violations at 61 street/sidewalk locations that failed to meet handicapped access standards. The DPW challenged the specifics of this Notice at

hearings held by the AAB in June and August, 1997. The culmination of the hearings was a reduction of the number of locations deemed to be in violation of AAB standards, and an order to the Town to construct 66 ramps at 46 locations over a three year period. \$50,000 was appropriated at the May, 1998 annual town meeting for this project. It was estimated that after this appropriation, coupled with residual balances from prior authorizations, an additional appropriation of \$40,000 would be required to complete work at the remaining locations. The need for this additional \$40,000 was based on an estimate of \$2,500 per location. In fact, bids have come in at \$3,500 to \$4,000 per location. Consequently, to complete the remaining sites, this request is for \$90,000.

MOVED: That the Town vote to raise and appropriate the sum of \$90,000 for the construction of handicapped ramps at various sidewalk locations, to be spent under the jurisdiction of the Board of Selectmen, and to meet this appropriation the Treasurer with approval of the Board of Selectmen is authorized to borrow up to \$90,000 for a period of up to five years, under M.G.L., Chapter 44, Section 7.

A motion to amend was offered by Mr. John H. Cogswell by deleting the phrase "and to meet this appropriation the Treasurer with approval of the Board of Selectmen is authorized to borrow up to \$90,000 for a period of up to five years, under M.G.L., Chapter 44, Section 7" and replacing it with the phrase "and raised from the tax levy".

Mr. John H. Cogswell, Selectman, addressed this proposal and recommended adoption on behalf of the Board of Selectmen.

Mr. Ford H. Peckham, member, stated that the town has been in non-compliance for several years and can no longer seek extensions. He recommended adoption on behalf of the Finance Committee.

Mr. Robert Y. Larsen expressed concern that the handicapped ramps at certain sidewalk locations be constructed so that water does not collect in the area.

Mr. Cogswell's motion to amend was presented and carried unanimously by voice vote.

ACTION: The main motion, as amended, was presented and carried unanimously by voice vote

VOTED: That the Town vote to raise and appropriate the sum of \$90,000 for the construction of handicapped ramps at various sidewalk locations, to be spent under the jurisdiction of the Board of Selectmen, and raised from the tax levy.

ARTICLE 53: APPROPRIATE FOR HENDERSON STREET RECONSTRUCTION

To see if the Town will vote to raise and appropriate the sum of \$100,000 for reconstruction of Henderson Street, from Miller Street to Oakcrest Road, under the laws authorizing the assessment of betterments, to be spent under the direction of the Board of Selectmen, and to meet this appropriation the Treasurer with approval of the Board of Selectmen is authorized to borrow up to \$100,000 for a period of up to five years, under M.G.L., Chapter 44, Section 7; or take any other action relative thereto.

Article 53 Explanation: Henderson Street, from near Miller St. to Oakcrest Road, is currently a private way. The residents have filed a petition with the Board of Selectmen to initiate a street betterment acceptance. The

estimated cost of construction is \$100,000, to be funded through a street betterment assessment. By law, the residents are permitted to repay this betterment over a term not to exceed 20 years. Despite the funding through a street betterment, construction cannot begin without an appropriation from town meeting. Design of this project will be done by the Engineering Division of the Department of Public Works.

MOVED: That the Town will vote to raise and appropriate the sum of \$100,000 for reconstruction of Henderson Street, from Miller Street to Oakcrest Road, under the laws authorizing the assessment of betterments, to be spent under the direction of the Board of Selectmen, and to meet this appropriation the Treasurer with approval of the Board of Selectmen is authorized to borrow up to \$100,000 for a period of up to five years, under M.G.L., Chapter 44, Section 7.

Mr. John H. Cogswell, Selectman, addressed this proposal and recommended adoption on behalf of the Board of Selectmen.

Mr. Paul G. Smith, Chairman, recommended adoption on behalf of the Finance Committee.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 54: was previously withdrawn on May 3, 1999.

ARTICLE 55: was previously withdraw on May 3, 1999.

ARTICLE 56: was previously withdrawn on May 3, 1999.

ARTICLE 57: APPROPRIATE FOR A MATERIAL SCREENER

To see if the Town will vote to raise and appropriate the sum of \$110,000 to purchase a Material Screener, to be spent under the direction of the Board of Selectmen, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow up to \$110,000 for a period of up to five years under M.G.L., Chapter 44 Section 7; or take any other action relative thereto.

Article 57 Explanation: A material screener serves two purposes: 1) It is used to screen yard waste at the RTS so that it can be made into compost, and 2) Road materials from construction project are screened for re-use. Based on the estimated use of the screener, it is proposed that 50% of the \$110,000 cost be financed with RTS fee supported debt (yard waste portion). The remaining 50% of the cost is proposed to be financed with levy supported debt (road materials portion).

MOVED: That the Town vote to raise and appropriate the sum of \$110,000 to purchase a Material Screener, to be spent under the direction of the Board of Selectmen, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow up to \$110,000 for a period of up to five years under M.G.L., Chapter 44 Section 7.

A motion to refer the subject matter of Article 57 back to the Board of Selectmen for further study was offered by Mr. John H. Cogswell.

Mr. Cogswell's motion to refer was presented and carried

unanimously by voice vote.

ARTICLE 58: was previously withdrawn on May 3, 1999.

ARTICLE 59: APPROPRIATE FOR WASTEWATER ENGINEERING

To see if the Town will vote to raise and appropriate the sum of \$125,000 for wastewater engineering services, to be spent under the direction of the Board of Selectmen, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow up to \$125,000 for a period of up to five years under M.G.L., Chapter 44 Section 7; and that the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow all or a portion of the amount from the Massachusetts Water Resources Authority (MWRA) and in connection therewith, to enter into a loan agreement and/or security agreement with the MWRA with respect to such loan; and that the Selectmen be authorized to contract for and expend any federal, state or other aid available for the project, including any grant related to such project from the MWRA; or take any other action relative thereto.

Article 59 Explanation: This appropriation is for two proposed areas: 1) Newman/Carol Road Sewer, \$80,000: During the original infiltration/inflow (I/I) investigation of Area 11 it was determined that in excess of 20% of the I/I originating in this area was measured in this sewer. Follow-up television inspection was undertaken which identified root intrusion, cracked pipe and broken joints as the source of the infiltration. 2) Frank Street Sewer, \$45,000: A TV camera inspection of a wastewater line that runs through wetlands along Frank Street has revealed significant infiltration of groundwater into the line. Infiltration is occurring through cracks in the pipe and broken joints caused by root intrusion. In that the Town's MWRA assessment is largely a function of metered flow in wastewater lines, reductions of significant amounts of infiltration will have a direct impact on our assessment. This request is for the design of both projects. The request for funds for repair will be made at a future town meeting.

MOVED: That the Town will vote to raise and appropriate the sum of \$125,000 for wastewater engineering services, to be spent under the direction of the Board of Selectmen, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow up to \$125,000 for a period of up to five years under M.G.L., Chapter 44 Section 7; and that the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow all or a portion of the amount from the Massachusetts Water Resources Authority (MWRA) and in connection therewith, to enter into a loan agreement and/or security agreement with the MWRA with respect to such loan; and that the Selectmen be authorized to contract for and expend any federal, state or other aid available for the project, including any grant related to such project from the MWRA.

Mr. John H. Cogswell, Selectman, addressed this proposal and recommended adoption on behalf of the Board of Selectmen.

Mr. Ronald Culgin, member, recommended adoption of this proposal on behalf of the Finance Committee.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 60: APPROPRIATE FOR WASTEWATER PUMP

STATION PUMP REPLACEMENT

To see if the Town will vote to raise and appropriate the sum of \$25,000 for two wastewater pump station pump replacements, to be spent under the direction of the Board of Selectmen and raised from wastewater retained earnings; or take any other action relative thereto.

Article 60 Explanation: The estimated useful life of pump station pumps is 12 to 15 years. The goal of this program is to minimize emergency calls due to mechanical failures by replacing pumps that have outlived their useful lives. It seeks \$25,000 a year to finance the replacement of two pumps per year. There are 23 pumps in operation in the Town's pump stations.

MOVED: That the Town vote to raise and appropriate the sum of \$25,000 for two wastewater pump station pump replacements, to be spent under the direction of the Board of Selectmen and raised from wastewater retained earnings.

Mr. John H. Cogswell, Selectman, addressed this proposal and recommended adoption on behalf of the Board of Selectmen. He advised that this is the start of the wastewater pump replacement program and that one 6 inch pump and one 3 inch pump will be replaced each year. This program will take about twelve years.

Mr. Thomas H. Hannigan, Jr., member, recommended adoption on behalf of the Finance Committee.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 61: was adopted unanimously on May 3, 1999.

ARTICLE 62: was previously withdrawn on May 3, 1999.

ARTICLE 63: APPROPRIATE FOR ROSEMARY LAKE DAM STUDY AND REPAIR

To see if the Town will vote to raise and appropriate the sum of \$54,000 to conduct a stability analysis of the Rosemary Lake Dam, to be spent under the direction of the Board of Selectmen and raised from the tax levy; or take any other action relative thereto.

Article 63 Explanation: On November 16, 1998, the Town was informed by the Massachusetts Department of Environmental Management (DEM) that the Rosemary Lake Dam was not in compliance with the State's Dam Safety Rules and Regulations adopted under MGL Ch. 253 S.44-50. Based on the Regulations adopted in December 1996, the Department of Environmental Management hired a consultant to perform a visual inspection of the dam. While the DEM said the dam itself was in fair to good condition, the report offered recommendations and remedial action, all of which must occur within 1 year of the Notice. The recommendations include performing a stability analysis, developing an emergency action plan, developing an operations and maintenance manual, investigating increasing the spillway discharge/capacity, and investigating a discontinued low level drain operator. Remedial measures include tree removal near an abutment, repair or abandonment of the low level drain operator, and modifying the control of the sluice gate. The DEM consultant, per the requirement of DEM regulations, has estimated the cost to be \$54,000, not including repair or abandonment of the low level drain operator. The Department of Public Works will continue to study these recommendations to determine if there are alternative solutions to the DEM recommendations.

MOVED: That the Town vote to raise and appropriate the sum of \$54,000 to conduct a stability analysis of the Rosemary Lake Dam, to be spent under the direction of the Board of Selectmen and raised from the tax levy.

Mr. John H. Cogswell, Selectman, recommended adoption of this proposal on behalf of the Board of Selectmen.

Mr. Ronald Culgin, member, recommended adoption of this proposal on behalf of the Finance Committee.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 64: APPROPRIATE FOR FIRE RESCUE VEHICLE REPLACEMENT

To see if the Town will vote to raise and appropriate the sum of \$154,000 to purchase a Fire Rescue Vehicle, to be spent under the direction of the Board of Selectmen, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow up to \$154,000 for a period of up to five years under M.G.L., Chapter 44, Section 7; or take any other action relative thereto.

Article 64 Explanation: This request is for the purchase of a new rescue vehicle to replace Rescue 2, a 10 year old vehicle. At present, the existing unit designated as Rescue 1 is being equipped to qualify as an Advanced Life Support (ALS) rescue unit. (The development of ALS ambulance services was endorsed by a vote of the May, 1997 Town Meeting through its approval of the current Fire Union contract.) Under this capital project request, Rescue 1 would be retained as the back-up ambulance and the new unit proposed for purchase would be equipped for ALS and would function as the front-line unit. The project cost includes \$13,000 for a 12-lead EKG machine and \$3,500 for a radio to maintain communications with Beth Israel Hospital which will serve, per state regulations, as "medical control" for the Town's ALS program.

MOVED: That the Town vote to raise and appropriate the sum of \$154,000 to purchase a Fire Rescue Vehicle, to be spent under the direction of the Board of Selectmen, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow up to \$154,000 for a period of up to five years under M.G.L., Chapter 44, Section 7.

Mr. Gerald A. Wasserman, Selectman, addressed this proposal and recommended adoption on behalf of the Board of Selectmen.

Mr. Ford H. Peckham, member, recommended adoption on behalf of the Finance Committee.

Mr. David L. Tanozzini advised that the Needham Taxpayers Association supports this proposal.

ACTION: The main motion, which requires a two-thirds vote, was presented and carried unanimously by voice vote.

ARTICLE 65: APPROPRIATE FOR FIRE DEPARTMENT DISPATCH CENTER

To see if the Town will vote to raise and appropriate the sum of \$40,000 for the Fire Department Dispatch Center, to be spent under the direction of the Board of Selectmen, and that

\$40,000 be transferred from the unexpended balance from Article 66 of the May 1998 Annual Town Meeting; or take any other action relative thereto.

Article 65 Explanation: The Public Safety dispatch functions of the Police and Fire Departments were civilianized and consolidated in 1997. The consolidated dispatch unit is housed in the area that was previously allocated for Police dispatching alone. The amount of equipment required for dispatch, the size and lay-out of the current facility, and the requirement to assist walk-in traffic, have resulted in a work space that has been determined to be inadequate for consolidated public safety dispatch. Both chiefs recommend and support the separation of civilian dispatch operations until the issue of an appropriate public safety dispatch facility is resolved. This request will support the relocation of a dispatching console, fire alarm and fire box equipment, as well as the re-wiring required to create a civilian dispatch area in the Fire Department. It is proposed that 100% of the cost of this project be funded with the residual balance of \$40,476 from Article 66, of the May, 1998 Annual Town Meeting (Police Radio System).

MOVED: That the Town vote to raise and appropriate the sum of \$40,000 for the Fire Department Dispatch Center, to be spent under the direction of the Board of Selectmen, and that \$40,000 be transferred from the unexpended balance from Article 66 of the May 1998 Annual Town Meeting.

Mr. Paul Theodore Owens, Selectman, advised that when E-911 was implemented, the Town converted to civil dispatchers and consolidated the Police and Fire. The one location had problems with too much noise and too many interruptions so the Board of Selectmen is requesting that the dispatchers be separated again.

Mr. Ford H. Peckham, member, recommended adoption of this proposal on behalf of the Finance Committee.

ACTION: The main motion was presented and carried unanimously by voice vote.

Discussion commenced under Article 38 which had previously been postponed to a time certain, specifically upon the disposition of Article 65.

ARTICLE 38: APPROPRIATE FOR EXTERIOR PAINTING

To see if the Town will vote to raise and appropriate the sum of \$100,000 to paint the exterior of the Mitchell School and the Fire and Police Department buildings, to be spent under the direction of the Municipal Building Maintenance Board and raised from the tax levy; or take any other action relative thereto.

Article 38 Explanation: Extensive peeling prompts this request for \$35,000 to paint the Police/Fire Station on Chestnut Street and the Fire Station in Needham Heights. In addition, the Mitchell School is showing extensive cracking and peeling which is unsightly and is exposing underlying wood and metal to potential rot and corrosion. One quarter of the building was last painted in 1991, one quarter in 1989, and there is no record of when the remaining one-half of the building was painted. \$65,000 is being requested for this portion of the project.

MOVED: That the Town vote to raise and appropriate the sum of \$100,000 to paint the exterior of the Mitchell School and the Fire and Police Department buildings, to be spent under the direction of the Municipal Building Maintenance Board and raised from the tax levy.

A motion to amend was offered by Mr. William M. Powers

by adding an emergency preamble as follows: "This is an emergency measure necessary for the immediate preservation of the safety and convenience of the Town, and therefore final vote of the Town Meeting passing this measure shall be immediately operative."

A second motion to amend was offered by Mr. William M. Powers by deleting the sum of "\$100,000" and replacing it with the sum of "\$65,000", and further by deleting the phrase "and the Fire and Police Department and the letter 's' in the word 'buildings'".

Mr. William M. Powers, Chairman, addressed this proposal and recommended adoption on behalf of the Board of Selectmen.

Mr. Michael Crawford, member, recommended adoption of this proposal in the amount of \$65,000 on behalf of the Finance Committee.

Mr. Powers second motion to amend was presented and carried unanimously by voice vote.

Mr. Powers first motion to amend was presented and carried unanimously by voice vote.

ACTION: The main motion, as amended, was presented and carried unanimously by voice vote.

VOTED: That the Town vote to raise and appropriate the sum of \$65,000 to paint the exterior of the Mitchell School building, to be spent under the direction of the Municipal Building Maintenance Board and raised from the tax levy. This is an emergency measure necessary for the immediate preservation of the safety and convenience of the Town, and therefore final vote of the Town Meeting passing this measure shall be immediately operative.

ARTICLE 66: APPROPRIATE FOR FIRE DEPARTMENT BRUSH TRUCK / TANK

To see if the Town will vote to raise and appropriate the sum of \$43,000 to replace the Fire Department brush truck and tank, to be spent under the direction of the Board of Selectmen and raised from the tax levy; or take any other action relative thereto.

Article 66 Explanation: Fire vehicle C-6 is a pick-up truck used for utility purposes year round. In addition, it has a slide in brush fire unit and serves as our forestry brush fire vehicle. The current pick-up is a 1993 Ford F-350 that will be seven years old at the time of replacement. The current slide-in brush fire unit will be 14 years old at the time of replacement. The current unit is unreliable due to age, and wear/tear. This unit has far exceeded its service, as it has been installed on three pick-up trucks. Estimated replacement cost of C-6 is \$35,000. Estimated replacement cost of the slide-in brush fire unit is \$8,000.

MOVED: That the Town vote to raise and appropriate the sum of \$43,000 to replace the Fire Department brush truck and tank, to be spent under the direction of the Board of Selectmen and raised from the tax levy.

A motion to refer the subject matter of Article 66 back to the Board of Selectmen was offered by Mr. Gerald A. Wasserman. The motion to refer was presented and carried unanimously by voice vote.

ARTICLE 67: was adopted unanimously on May 3, 1999.

ARTICLE 68: was previously withdrawn on May 3, 1999.

ARTICLE 69: RESCIND BOND AUTHORIZATION

To see if the Town will vote to rescind a part of certain authorizations to borrow funds, which were approved in prior years, where the purposes of the borrowing have been completed, and/or it was unnecessary to borrow the amount approved:

Article 54, May 1997 ATM - Landfill Closure \$3,000,000

or take any other action relative thereto.

Article 69 Explanation: The above noted projects have been completed. It is necessary for Town Meeting to rescind the balances of the bond authorization so that these authorizations can be removed from the Town's financial records.

MOVED: That the Town vote to rescind a part of certain authorizations to borrow funds, which were approved in prior years, where the purposes of the borrowing have been completed, and/or it was unnecessary to borrow the amount approved:

Article 54, May 1997 ATM - Landfill Closure \$3,000,000.

Mr. Paul Theodore Owens, Selectman, addressed this proposal and recommended adoption on behalf of the Board of Selectmen.

Mr. Paul G. Smith, Chairman, also recommended adoption on behalf of the Finance Committee.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 70: APPROPRIATE FOR NEW DEBT SERVICE

To see if the Town will vote to raise and appropriate the sum of \$19,588 from the tax levy for the payment of interest on debt in fiscal year 2000 for capital projects approved at the 1999 Annual Town Meeting; or take any other action relative thereto.

Article 70 Explanation: This Article is to fund the first year of the general fund debt service for those Capital Article bond authorizations approved by Town Meeting. Debt service for the Enterprise Fund related bond authorizations is found in Articles 20 - 22. All amounts will be amended, if necessary, based on final action by Town Meeting.

MOVED: That the Town vote to raise and appropriate the sum of \$19,588 from the tax levy for the payment of interest on debt in fiscal year 2000 for capital projects approved at the 1999 Annual Town Meeting.

A motion to amend was offered by Mr. Paul G. Smith by deleting the amount of "\$19,588" and replacing it with the amount of "\$32,038".

Mr. Smith, Chairman, recommended adoption of this proposal on behalf of the Finance Committee. He explained that this proposal is brought to Town Meeting every year and that the debt service is now at 3.1%. The guidelines are very tight.

Mr. Smith's motion to amend was presented and carried

unanimously by voice vote.

ACTION: The main motion, as amended, was presented and carried unanimously by voice vote.

VOTED: That the Town vote to raise and appropriate the sum of \$32,038 from the tax levy for the payment of interest on debt in fiscal year 2000 for capital projects approved at the 1999 Annual Town Meeting.

ARTICLE 71: AMEND GENERAL BY-LAWS - SECTION 1 - RECONSIDERATION OF TOWN MEETING VOTE

To see whether the Town will vote to amend Article 1 of its General By-Laws by adding after Section 1.4.2 thereof the following new Section:

"1.4.3 A motion to reconsider a warrant article in the warrant of a Town Meeting convened under such warrant may be adopted by a simple affirmative majority vote of said Town Meeting. A warrant article aforesaid which has once been reconsidered may not again be reconsidered, unless such further reconsideration is moved on behalf of the Board of Selectmen or Finance Committee."

Or take any other action relative thereto.

Article 71 Explanation: Currently, Needham has no by-law governing motions, offered at Town Meeting, to reconsider an article disposed of previously in the life of that same Town Meeting. Policy on that score has thus been left to each Moderator to determine, and they have varied in their practices, causing controversy on rare occasions.

The proposed by-law would reinstate the policy followed by Moderators Samuel H. Wragg and Harold Putnam, former legislators, based on General Court practice, in very simplified form, i.e. that a matter once reconsidered may not again be reconsidered. An escape clause allowing further reconsideration on the motion of the Selectmen or Finance Committee has been added to enable the Town Meeting to deal with unforeseen emergencies or events.

MOVED: That the Town vote to amend Article 1 of its General By-Laws by adding after Section 1.4.2 thereof the following new Section:

"1.4.3 A motion to reconsider a warrant article in the warrant of a Town Meeting convened under such warrant may be adopted by a simple affirmative majority vote of said Town Meeting. A warrant article aforesaid which has once been reconsidered may not again be reconsidered, unless such further reconsideration is moved on behalf of the Board of Selectmen or Finance Committee."

Mr. James Hugh Powers advised that this proposal establishes a permanent rule of reconsideration.

A motion to amend was offered by Mr. Robert T. Smart, Jr. to add the following words as the end of the paragraph: "and is adopted by a simple majority by Town Meeting."

After a brief discussion, a motion to move the previous question was offered by Mr. John F. Milligan. The motion was presented and carried unanimously by voice vote.

Mr. Smart's motion to amend was presented, but the Moderator was in doubt as to the voice vote. The motion was again

presented and carried by voice vote.

ACTION: The main motion, as amended, was presented and carried by voice vote.

VOTED: That the Town vote to amend Article 1 of its General By-Laws by adding after Section 1.4.2 thereof the following new Section:

"1.4.3 A motion to reconsider a warrant article in the warrant of a Town Meeting convened under such warrant may be adopted by a simple affirmative majority vote of said Town Meeting. A warrant article aforesaid which has once been reconsidered may not again be reconsidered, unless such further reconsideration is moved on behalf of the Board of Selectmen or Finance Committee and is adopted by a simple majority of Town Meeting."

ARTICLE 72: AMEND GENERAL BY-LAWS, SECTION 2.11 (HISTORICAL COMMISSION)

To see if the Town will vote to amend Article 2.11 of the Town's General By-Laws as follows:

1. By adding the following definition to Section 2.11.5.2:

"Demolition - the act of pulling down, destroying, removing or razing a building or portion of a building or commencing such work with the intent of completing the same."

2. By deleting Section 2.11.5.3.3 in its entirety and replacing it with the following:

"2.11.5.3.3 If the building is contained in the inventory, the demolition permit application will be referred to the Needham Historical Commission for its review."

3. By deleting Section 2.11.5.4.1 in its entirety and replacing it with the following:

"2.11.5.4.1 The Building Department must submit the application within 5 business days to the Historical Commission, and shall not issue the demolition permit until the Needham Historical Commission has returned the application to the Building Department, or upon the failure of the Needham Historical Commission to act in accordance with the time limits set within this Demolition Delay By-Law."

4. By deleting Section 2.11.5.4.2 in its entirety and replacing it with the following:

"2.11.5.4.2 The Historical Commission must meet to determine whether the building is historically significant. This must be done within 21 days of receipt of the application from the Building Department. The Commission will notify the applicant of the meeting at least seven days in advance of the

meeting."

5. By deleting Section 2.11.5.4.3 in its entirety and replacing it with the following:

"2.11.5.4.3 At this meeting, the owner of the property may make a presentation to the Commission if (s)he chooses."

6. By deleting Section 2.11.5.4.4 in its entirety and replacing it with the following:

"2.11.5.4.4 If the Commission finds that the building is not historically significant, there will not be a Demolition Plan Review, and the application will be immediately returned to the Building Department."

7. By deleting Section 2.11.5.4.5 in its entirety and replacing it with the following:

"2.11.5.4.5 If the building is found to be historically significant, there will be a Demolition Plan Review conducted by the Needham Historical Commission."

8. By amending Section 2.11.5.5.1 by adding the following:

"5) A certified list of abutters to said property and other neighbors within 300 feet, whose names are ascertained from the Board of Assessor's most recent tax list."

9. By deleting Section 2.11.5.5.2 in its entirety and replacing it with the following:

"2.11.5.5.2 Within forty-five days of the receipt of this demolition plan, the Commission shall review the application at a public hearing of the Commission to determine if the structure is preferably preserved. Public notice of such hearing shall be published by the Commission at the expense of the applicant in a local newspaper giving the time, place, and purpose of the hearing once in each of two successive weeks, the first publication not less than fourteen days before the day of said hearing. The Commission shall also mail a copy of said notice to the applicant, to abutters and to all owners of all property within 300 feet of the applicant's property as appearing on the most recent tax list, to the Needham Planning Board and such other persons as the Commission shall deem established to be notified."

10. By deleting Section 2.11.5.5.4 in its entirety and replacing it with the following:

"2.11.5.5.4 If the building is determined to be

preferably preserved, the application for a permit to demolish need not be returned to the Building Department for a period of 6 months from the date on which the Historical Commission files its report with the Town Clerk to prevent demolition."

11. By deleting Section 2.11.5.5 in its entirety and replacing it with the following:

"2.11.5.5 If the Commission is satisfied that the applicant/owner has sincerely tried to find alternatives to demolition with no success, the application may be returned to the Building Department before the expiration of the 6-month period."

12. By deleting Section 2.11.5.6 in its entirety and replacing it with the following:

"2.11.5.6 In any event, at the expiration of the 6-month period the application shall be returned to the Building Department."

13. By deleting Section 2.11.5.6 in its entirety and replacing it with the following:

"2.11.5.6 Failure to Act

If the Historical Commission fails to act within the specified time limits, the Building Inspector may issue a demolition permit without return of the application from the Commission."

14. By deleting Section 2.11.5.7 in its entirety and replacing it with the following:

"2.11.5.7 Building Permits

No permit for the alteration of an existing structure or the erection of a new structure that involves demolition on the site of an existing historically significant building may be issued prior to the issuance of a demolition permit from the Building Department for such an existing building or any portion thereof."

15. By deleting Section 2.11.5.9 in its entirety and replacing it with the following:

"2.11.5.9 Enforcement and Remedies

In the event of a demolition of an historically significant building in violation of this by-law, the person or persons responsible for the demolition including, but not limited to, the owners, tenants, developers, or contractors, shall each be subject to a

fine of up to \$300 per day for each violation. Each day that the building is not restored to its condition immediately prior to the said demolition, and the demolition permit is not issued, shall be a separate offense, up to a maximum of 183 days."

16. By deleting Section 2.11.5.10 in its entirety and replacing it with the following:

"2.11.5.10 Severability

If any section, paragraph or part of this by-law is for any reason declared invalid or unconstitutional by any court, every other section, paragraph and part shall continue in full force and effect."

17. By adding the following Section 2.11.5.11:

"2.11.5.11 Appeals

Any person aggrieved by a determination of the Commission may appeal to Superior Court, per M.G.L. 249, Section 4."

And amend Article 9 of the General By-Law, by adding a new Section 9.2.2.3 and renumbering the present Section 9.2.2.3 Through 9.2.2.6 accordingly, said new section shall read as follows:

"9.2.2.3 Demolition of Historical Buildings (2.11.5.9)

Enforcement Agent: Building Inspector
Fine Schedule: Up to \$300 per offense."

Or take any other action relative thereto.

Article 72 Explanation: This Article, if approved, will amend the general Town bylaws concerning demolition delay of local historic structures to include a public hearing in the demolition delay review process and to provide a penalty of a fine up to \$300 per day for any and each person responsible for the demolition of a historically significant structure in violation of this by-law. All other proposed changes clarify language in the existing approved by-law.

MOVED: That Town will vote to amend Article 2.11 of the Town's General By-Laws as follows:

1. By adding the following definition to Section 2.11.5.2:

"Demolition - the act of pulling down, destroying, removing or razing a building or portion of a building or commencing such work with the intent of completing the same."

2. By deleting Section 2.11.5.3.3 in its entirety and replacing it with the following:

"2.11.5.3.3 If the building is contained in the inventory, the demolition permit

- application will be referred to the Needham Historical Commission for its review."
3. By deleting Section 2.11.5.4.1 in its entirety and replacing it with the following:

"2.11.5.4.1 The Building Department must submit the application within 5 business days to the Historical Commission, and shall not issue the demolition permit until the Needham Historical Commission has returned the application to the Building Department, or upon the failure of the Needham Historical Commission to act in accordance with the time limits set within this Demolition Delay By-Law."
 4. By deleting Section 2.11.5.4.2 in its entirety and replacing it with the following:

"2.11.5.4.2 The Historical Commission must meet to determine whether the building is historically significant. This must be done within 21 days of receipt of the application from the Building Department. The Commission will notify the applicant of the meeting at least seven days in advance of the meeting."
 5. By deleting Section 2.11.5.4.3 in its entirety and replacing it with the following:

"2.11.5.4.3 At this meeting, the owner of the property may make a presentation to the Commission if (s)he chooses."
 6. By deleting Section 2.11.5.4.4 in its entirety and replacing it with the following:

"2.11.5.4.4 If the Commission finds that the building is not historically significant, there will not be a Demolition Plan Review, and the application will be immediately returned to the Building Department."
 7. By deleting Section 2.11.5.4.5 in its entirety and replacing it with the following:

"2.11.5.4.5 If the building is found to be historically significant, there will be a Demolition Plan Review conducted by the Needham Historical Commission."
 8. By amending Section 2.11.5.5.1 by adding the following:

"5) A certified list of abutters to said property and other neighbors within 300 feet, whose names are ascertained from the Board of Assessor's most recent tax list."
 9. By deleting Section 2.11.5.5.2 in its entirety and replacing it with the following:

"2.11.5.5.2 Within forty-five days of the receipt of this demolition plan, the Commission shall review the application at a public hearing of the Commission to determine if the structure is preferably preserved. Public notice of such hearing shall be published by the Commission at the expense of the applicant in a local newspaper giving the time, place, and purpose of the hearing once in each of two successive weeks, the first publication not less than fourteen days before the day of said hearing. The Commission shall also mail a copy of said notice to the applicant, to abutters and to all owners of all property within 300 feet of the applicant's property as appearing on the most recent tax list, to the Needham Planning Board and such other persons as the Commission shall deem established to be notified."
 10. By deleting Section 2.11.5.5.4 in its entirety and replacing it with the following:

"2.11.5.5.4 If the building is determined to be preferably preserved, the application for a permit to demolish need not be returned to the Building Department for a period of 6 months from the date on which the Historical Commission files its report with the Town Clerk to prevent demolition."
 11. By deleting Section 2.11.5.5.5 in its entirety and replacing it with the following:

"2.11.5.5.5 If the Commission is satisfied that the applicant/owner has sincerely tried to find alternatives to demolition with no success, the application may be returned to the Building Department before the expiration of the 6-month period."
 12. By deleting Section 2.11.5.5.6 in its entirety and replacing it with the following:

"2.11.5.5.6 In any event, at the expiration of the 6-month period the application shall be returned to the Building Department."
 13. By deleting Section 2.11.5.6 in its entirety and replacing it with the following:

"2.11.5.6 Failure to Act

If the Historical Commission fails to act within the specified time limits, the Building Inspector may issue a

demolition permit without return of the application from the Commission."

(2.11.5.9)

Enforcement Agent: Building Inspector
Fine Schedule: Up to \$300 per offense."

14. By deleting Section 2.11.5.7 in its entirety and replacing it with the following:

"2.11.5.7 Building Permits

No permit for the alteration of an existing structure or the erection of a new structure that involves demolition on the site of an existing historically significant building may be issued prior to the issuance of a demolition permit from the Building Department for such an existing building or any portion thereof."

15. By deleting Section 2.11.5.9 in its entirety and replacing it with the following:

"2.11.5.9 Enforcement and Remedies

In the event of a demolition of an historically significant building in violation of this by-law, the person or persons responsible for the demolition including, but not limited to, the owners, tenants, developers, or contractors, shall each be subject to a fine of up to \$300 per day for each violation. Each day that the building is not restored to its condition immediately prior to the said demolition, and the demolition permit is not issued, shall be a separate offense, up to a maximum of 183 days."

16. By deleting Section 2.11.5.10 in its entirety and replacing it with the following:

"2.11.5.10 Severability

If any section, paragraph or part of this by-law is for any reason declared invalid or unconstitutional by any court, every other section, paragraph and part shall continue in full force and effect."

17. By adding the following Section 2.11.5.11:

"2.11.5.11 Appeals

Any person aggrieved by a determination of the Commission may appeal to Superior Court, per M.G.L. 249, Section 4."

And amend Article 9 of the General By-Law, by adding a new Section 9.2.2.3 and renumbering the present Section 9.2.2.3 Through 9.2.2.6 accordingly, said new section shall read as follows:

"9.2.2.3 Demolition of Historical Buildings

Mr. Gerald A. Wasserman, Selectman, addressed this proposal and recommended adoption on behalf of the Board of Selectmen. He stated that this proposal strengthens and supports the existing By-Law.

Mr. Louis P. Hutchins, a resident and member of the Historical Commission, addressed this proposal on behalf of the Commission. He explained that the Historical Commission identifies and protects historical buildings in town. This proposal addresses the need for a "public hearing" component and an "enforcement" component.

ACTION: The main motion was presented and carried by majority vote.

ARTICLE 73: AMEND GENERAL BY-LAW, SECTION 1.3 (MAILING OF NOTIFICATION)

To see if the Town will vote to delete in its entirety Section 1.3 of the Town's General By-Laws and replace it with the following:

"Section 1.3 Mailing of Notification

In addition to such required notification, the Town Clerk shall cause to be delivered or mailed to each place of residence a copy of the Warrant for each Annual Town election of officers. The Town Clerk shall also cause to be delivered or mailed to each residence a copy of the Warrant for each Town Meeting held for the purpose of the transacting of business. The Town Clerk shall cause to be delivered or mailed to each Town Meeting Member a copy of the Warrant for each Special Town Meeting. Said delivering or mailing shall not, however, constitute any part of the posting of said Warrant. The Town Clerk shall make available to any resident, upon request, a copy of the Warrant for each Special Town Meeting. The Town Clerk shall cause the titles and a synopsis of all Special Town Meeting Articles to be printed in a local newspaper."

Or take any other action relative thereto.

Article 73 Explanation: This Article clarifies the Town's General By-Laws by specifically allowing separate mailings to residents of the notice of the Annual Town Election and the Annual Town Meeting.

MOVED: That the Town vote to delete in its entirety Section 1.3 of the Town's General By-Laws and replace it with the following:

"Section 1.3 Mailing of Notification

In addition to such required notification, the Town Clerk shall cause to be delivered or mailed to each place of residence a copy of the Warrant for each Annual Town election of officers. The Town Clerk shall also cause to be delivered or mailed to each residence a copy of the Warrant for each Town Meeting held for the purpose of the transacting of business. The Town Clerk shall cause to be delivered or mailed to each Town Meeting Member a copy of the Warrant for each Special Town Meeting. Said delivering or mailing shall not, however, constitute any part of the posting of said

Warrant. The Town Clerk shall make available to any resident, upon request, a copy of the Warrant for each Special Town Meeting. The Town Clerk shall cause the titles and a synopsis of all Special Town Meeting Articles to be printed in a local newspaper."

A motion to amend was offered by Mr. Paul Theodore Owens by inserting the word "Annual" before the words "Town Meeting" in the second sentence.

A motion to amend was offered by Mr. Robert Y. Larsen by deleting the last sentence.

After a brief discussion, a motion to move the previous question was offered by Mr. William R. Dermody. The motion was presented and carried by the required two-thirds vote as declared by the Moderator.

Mr. Larsen's motion to amend was presented, but it failed to carry by voice vote.

Mr. Owens' motion to amend was presented and carried unanimously by voice vote.

ACTION: The main motion, as amended, was presented, but the Moderator was in doubt as to the voice vote. The motion was again presented and carried by voice vote.

VOTED: That the Town vote to delete in its entirety Section 1.3 of the Town's General By-Laws and replace it with the following:

"Section 1.3 Mailing of Notification

In addition to such required notification, the Town Clerk shall cause to be delivered or mailed to each place of residence a copy of the Warrant for each Annual Town election of officers. The Town Clerk shall also cause to be delivered or mailed to each residence a copy of the Warrant for each Annual Town Meeting held for the purpose of the transacting of business. The Town Clerk shall cause to be delivered or mailed to each Town Meeting Member a copy of the Warrant for each Special Town Meeting. Said delivering or mailing shall not, however, constitute any part of the posting of said Warrant. The Town Clerk shall make available to any resident, upon request, a copy of the Warrant for each Special Town Meeting. The Town Clerk shall cause the titles and a synopsis of all Special Town Meeting Articles to be printed in a local newspaper."

ARTICLE 74: was adopted unanimously on May 3, 1999.

ARTICLE 75: ESTABLISH A COMMITTEE TO RECOMMEND FINANCING ALTERNATIVES FOR THE RECYCLING TRANSFER STATION (RTS)

Form a committee to recommend financing alternatives for the Recycling Transfer Station (RTS). To ask the Moderator to appoint a Study Committee made up of one (1) member of the Finance Committee, (2) elected Town meeting members and two (2) registered voters, not members of the Town Meeting, to study the various means of financing the operations of the Recycling Transfer Station (RTS) and types of rubbish collection that are used at the RTS or available to the Town for the collection of rubbish, remembering the recycling concerns of the Town and State.

Said Committee shall report back to the Town Meeting no later than the next Annual Town Meeting or earlier with a report of

their recommendations and with the object of the Town Meeting to put at least two (2) of those recommendations before the voters of the Town at the next available town wide election.

This Study Community shall have the support and cooperation of all Town Officials, Departments, Boards, Administrative Offices and Committees in making said report.

Article 75 Explanation: The purpose of the Article is to ascertain if Town Meeting desires to establish a Study committee to study the present operational and financing mechanism of the Recycling Transfer Station (RTS) and formulate alternative operational and financing mechanisms for the RTS. The Committee would then report its findings to Town Meeting and upon the recommendation of Town Meeting provide Needham residents with an opportunity to vote their preference on the various operational and financing plans.

MOVED: That the Town vote to form a committee to recommend financing alternatives for the Recycling Transfer Station (RTS). To ask the Moderator to appoint a Study Committee made up of one (1) member of the Finance Committee, (2) elected Town meeting members and two (2) registered voters, not members of the Town Meeting, to study the various means of financing the operations of the Recycling Transfer Station (RTS) and types of rubbish collection that are used at the RTS or available to the Town for the collection of rubbish, remembering the recycling concerns of the Town and State.

Said Committee shall report back to the Town Meeting no later than the next Annual Town Meeting or earlier with a report of their recommendations and with the object of the Town Meeting to put at least two (2) of those recommendations before the voters of the Town at the next available town wide election.

This Study Community shall have the support and cooperation of all Town Officials, Departments, Boards, Administrative Offices and Committees in making said report.

Mr Theodore Weiner advised that this was his second annual presentation of this article. He explained that the town needs to make the RTS more user friendly. He further indicated that the Board of Selectmen have a full plate and that the Solid Waste Committee is becoming part of the Department of Public Works. There are a variety of ways to finance the RTS and it is time for Town Meeting to take an objective look at this subject.

A motion to refer the subject matter of this article to the Board of Selectmen for further study was offered by Mr. Daniel P. Matthews. He explained that the Board of Selectmen must prioritize various projects and that this project would take a lot of work. Also, there are no funds in the motion. Mr. Matthews further noted that this is a basic town service. The town closed and recapped the disposal area at a cost less than proposed, kept the disposal open, reduced next year's transfer station budget by \$140,000, and the present system works fairly well. The Board of Selectmen will ask Town meeting to continue the Solid Waste Disposal/Recycling Advisory Committee under Article 79.

After a brief discussion, a motion to move the previous question was offered by Mr. John F. Milligan. The motion was presented and carried unanimously by voice vote.

Mr Matthews motion to refer the subject matter to the Board of Selectmen for further study was presented, but the Moderator was in doubt as to the voice vote. The motion was again presented and carried by a count of hands. The hand count was Yes

131 - No 50.

ARTICLE 76: ESTABLISH A COMMITTEE TO STUDY THE RECALL OF ELECTED OFFICIALS

Form a Committee to study establishing a system for recall of elected officials.

To see if Town Meeting will form a committee to report and draft an Article for insertion in the Town Meeting Warrant that will petition the General Court for a system of recall of officials elected by town wide ballot with a term of longer than one year.

Said committee shall be made up of (7) seven members. Six appointed by the Town Moderator: consisting of (2) members of the Government Review Committee, (2) two elected precinct members of town meeting, and (2) registered voters not members of town meeting. The seventh member to be appointed by the Board of Selectmen.

Article 76 Explanation: At the present time the Town of Needham has no by-law or regulation authorizing or setting forth the method for removal from Office of any Town wide elected official. The purpose of the Article is to ascertain if Town Meeting desires to establish a Study Committee to study and formulate a responsible system for the recall of Town wide elected officials with a term longer than one year. If adopted, such a mechanism, would hold Town wide elected officials more accountable to Town residents.

MOVED: That the Town vote to:

Form a Committee to study establishing a system for recall of elected officials.

Form a committee to report and draft an Article for insertion in the Town Meeting Warrant that will petition the General Court for a system of recall of officials elected by town wide ballot with a term of longer than one year.

Said committee shall be made up of (7) seven members. Six appointed by the Town Moderator: consisting of (2) members of the Government Review Committee, (2) two elected precinct members of town meeting, and (2) registered voters not members of town meeting. The seventh member to be appointed by the Board of Selectmen.

A motion to amend was offered by Mr. Theodore Weiner by adding the following sentence: This study committee shall report back to Town Meeting no later than the next Annual Town Meeting or sooner.

Mr. Theodore Weiner addressed his proposal and stated that the Town has no recall provisions and an elected official is removed from office only if he/she dies, resigns or the term ends. The Town has been blessed with very competent officials and this proposal is not directed at anyone. However, other communities have problems and we should do things to avoid problems.

Mr. Gerald A. Wasserman, Selectman, addressed this proposal on behalf of the Board of Selectmen. He indicated that the Board has some concerns about the recall process and it could be very destructive to a town. He further stated that the General Laws do have provisions for removal of an elected official if convicted of a crime. He explained that the Board of Selectmen feel that it is okay to study an issue and believe this issue would be properly studied by the Town Governmental Review Study Committee.

A motion to refer the subject matter of Article 76 to the Town Governmental Review Study Committee was offered by Mr. Gerald A. Wasserman.

Mr. Elliot M. Weinstein expressed concern with interfering with the electoral process.

Mr. Paul Siegenthaler, Chairman, Town Governmental Review Study Committee, advised that the committee has looked at this and found it is not a high priority at this time.

After a brief discussion, a motion to move the previous question was offered by Mrs. Sheila G. Pulver. The motion was presented and carried unanimously by voice vote.

Mr. Wasserman's motion to refer was presented, but it failed to pass by voice vote.

Mr. Weiner's motion to amend was presented, but the Moderator was in doubt as to the voice vote. The motion was again presented and the Moderator was still in doubt as to the voice vote. The motion presented for a third time, but it failed to pass by a count of hands. The hand count was Yes 78 - No 92.

ACTION: The main motion was presented, but it failed to pass by voice vote.

ARTICLE 77: was adopted unanimously on May 3, 1999.

ARTICLE 78: was adopted unanimously on May 3, 1999.

ARTICLE 79: CONTINUE SOLID WASTE DISPOSAL/RECYCLING ADVISORY COMMITTEE

To see if the Town will vote to continue the Solid Waste Disposal/Recycling Advisory Committee, established by vote of the 1966 Annual Town Meeting under Article 73 and amended under Article 40 of the 1993 Annual Town Meeting, direct and authorize said Committee to continue to investigate all methods of collection and disposal of solid waste, said Committee to report to the next Annual Town Meeting or sooner; or take any other action relative thereto.

MOVED: That the Town vote to continue the Solid Waste Disposal/Recycling Advisory Committee, established by vote of the 1966 Annual Town Meeting under Article 73 and amended under Article 40 of the 1993 Annual Town Meeting, direct and authorize said Committee to continue to investigate all methods of collection and disposal of solid waste, said Committee to report to the next Annual Town Meeting or sooner.

Mr. Daniel P. Matthews, Selectman, addressed this proposal on behalf of the Board of Selectmen. Mr. Matthews advised that the Board of Selectmen have made some new appointments and urge continuation of this committee.

In response to an inquiry from Mr. John E. Comando, Mr. Matthews advised that this committee would have a written report at the next Annual Town Meeting.

A motion to amend was offered by Mr. Patrick H. Hyland to add after the words "to investigate all methods of collection and disposal of solid waste" the words "as well as methods of financing

collection and disposal of solid waste,".

Mr. Hyland's motion to amend was presented and carried unanimously by voice vote.

ACTION: The main motion, as amended, was presented and carried unanimously by voice vote.

VOTED: That the Town vote to continue the Solid Waste Disposal/Recycling Advisory Committee, established by vote of the 1966 Annual Town Meeting under Article 73 and amended under Article 40 of the 1993 Annual Town Meeting, direct and authorize said Committee to continue to investigate all methods of collection and disposal of solid waste, as well as methods of financing collection and disposal of solid waste, said Committee to report to the next Annual Town Meeting or sooner.

ARTICLE 80: CONTINUE THE NEEDHAM GOVERNMENTAL REVIEW STUDY COMMITTEE

To see if the Town will continue the Needham Governmental Review Study Committee, established by vote of the 1997 Annual Town Meeting, under Article 71, said committee shall report back to the next Annual Town Meeting or sooner, or take any other action relative thereto.

MOVED: That the Town vote to continue the Needham Governmental Review Study Committee, established by vote of the 1997 Annual Town Meeting, under Article 71, said committee shall report back to the next Annual Town Meeting or sooner.

Mr. Paul Siegenthaler, Chairman, explained that the Needham governmental Review Study Committee spent the first six months getting the committee appointed and organized. The Committee has interviewed some town members as well as other towns. Some guidelines have been drawn and the Committee decided not to go inside the departments, but rather to look at the interaction between departments. The Committee also looked at the role of the Board of Selectmen and the Town Administrator. There is a need for a job description on the position of Town Administrator which is necessary for better communication. Both sides need to understand how they are working. The Committee has also identified six areas to be reviewed. According to Mr. Siegenthaler, this Committee ought to be a permanent, ongoing, rotating committee. He urged continued support of this Committee.

A motion to amend was offered by Mr. Alan S. Fanger that in addition to the matters currently under study, the committee also study, investigate and consider whether members of the Finance Committee should be elected by town wide vote rather than appointed. Mr Fanger stated that the Finance Committee is very powerful and accountable to no one.

Mr. James G. Healy, member, advised that the vast majority of committee members are appointed. This amendment was studied in 1989/1990 by the former governmental review committee and remained the same. Once elected, you become a politician. The Finance Committee is part of the legislative branch and there is a need to retain the checks and balances in this area. He urged the continuation of an appointed Finance Committee.

Mr. William M. Powers, Chairman, also spoke in favor of an appointed Finance Committee.

After a brief discussion, a motion to move the previous

question was offered by Mr. Maurice P. Handel. The motion was presented and carried unanimously by voice vote.

Mr. Fanger's motion to amend was presented, but it failed to pass by voice vote.

ACTION: The main motion was presented and carried by majority vote.

ARTICLE 81: OMNIBUS ARTICLE

To see if the Town will vote to raise by taxation, transfer from available funds, by borrowing or otherwise, such sums as may be necessary for all or any of the purposes mentioned in the foregoing articles, especially to act upon all appropriations asked for or proposed by the Selectmen, or any Town Officer or Committee, to appoint such committees as may be decided upon and to take action upon matters which may properly come before the meeting; or take any other action relative thereto.

MOVED: Under Article 81, the following motion was offered by Mr. Donnell F. O'Duggan: that the Town vote to establish a Technological Study Committee to help develop and make future recommendations for all current and future school and town government information technology purchases. The committee is to be made up of seven members comprised of: two members selected by the Finance Committee, two members selected by the School Committee, two members selected by the Board of Selectmen and one to be selected by the Town Moderator. This will allow for the town government and schools to benefit from a broad range of expertise that can be called upon from our citizens allowing the taxpayers to maximize its return on our information technology expenditures. The Technology Committee shall consult throughout the year with the Finance Committee and Board of Selectmen and report its finding to the next Annual Town Meeting.

Mr William M. Powers, Chairman, Board of Selectmen, stated that this is a good idea, but there is already a Data Processing Advisory Committee.

A motion to refer the subject matter of this proposal to the Board of Selectmen for further study was offered by Mr. William M. Powers.

After a brief discussion, a motion to move the previous question was offered by Mr. Gerald R. Browne. The motion was presented and carried by majority vote.

Mr. Powers motion to refer was presented and carried by voice vote.

MOVED: Under Article 81, the following Resolution was offered by Mr. Gerald A. Wasserman:

SUBURBAN COALITION RESOLUTION

WHEREAS Suburban and rural communities are forced into excessive reliance on the property tax to pay for local services and for unfunded mandates, and

WHEREAS that reliance on the property tax has many negative consequences for those communities,

BE IT RESOLVED that the State's contribution toward funding of

education and other local services is clearly inadequate and must be improved.

BE IT FURTHER RESOLVED that the State must fully fund the cost of all State-mandated local services and that our representatives to the General Court be instructed accordingly. Copies of this resolution shall be sent by the Town Clerk to the Governor, Lieutenant Governor, Senate President and House Speaker.

Mr. Gerald A. Wasserman, Selectman, advised that other towns are taking this Resolution to Town Meeting and it is considered a form of "nagging" the Commonwealth to address this issue.

ACTION: The Resolution was presented and carried by majority vote.

At this time the Moderator expressed his thanks to the Finance Committee and two members who are leaving and have served the town very, very well - Ronald Culgin and Thomas H. Hannigan, Jr. He also expressed his appreciation to Finance Committee members Ford H. Peckham for his three years of service and James G. Healy for his six years of service on this committee. The Moderator thanked the following individuals and committees who worked diligently to ensure the smooth running of this Annual Town Meeting - Edwin McKinnon, Newman Senior Custodian, Steve Tedeschi for his audio and visual assistance, and Jennifer Tucker for her long time service on the microphone. Mr. Fee acknowledged that Jennifer is graduating from Needham High School and this is her last Town Meeting. Mr. Fee stated, "As we conclude 'my longest Town Meeting', I encourage Town Meeting Members to be active throughout the year so that you may come into Town Meeting prepared."

MOVED: Under Article 81, the following Resolution was offered by Mr. William M. Powers:

1999 Annual Town Meeting

Resolution

WHEREAS: Frederick E. Barstow, a man of marvelous inventive ability, willingly shared those talents with his community as he worked on numerous study committees, helping to solve problems or build projects; and

WHEREAS: Frederick Barstow with his wife Anne, lived in Needham for forty-four years, raising three sons: John C., Thomas R. And James F.; and

WHEREAS: Frederick Barstow, in addition to other service, was a Town Meeting Member for twenty-seven years; and

WHEREAS: Frederick Barstow's strength of chracter, humor, patience, and caring attitude easily encouraged others to warmly call him friend and good neighbor; and

WHEREAS: Frederick Barstow leaves his mark on this community, having embraced it, contributed to it, and believed in it;

NOW, THEREFORE BE IT RESOLVED by this body that this

1999 Annual Town Meeting be dissolved in honor of the many civic contributions of Frederick Barstow to the Town of Needham.

ACTION: At 11:30 P.M. the Resolution was presented and carried unanimously by voice vote.

Theodora K. Eaton, CMC/AAE
Town Clerk

a true copy
ATTEST:

A.M. SULKIN COMPANY
BOOKBINDING - PRINTING

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(617) 542-5858

